

S.I.C.E.S. Degree College of Arts, Science & Commerce

JAMBHUL PHATA, KALYAN-BADLAPUR ROAD, AMBARNATH (WEST)-421505.

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N.B : FY Class students MUST fill up the PRE-ADMISSION ENROLMENT FORM of UNIVERSITY of MUMBAI on below website: mumoa.digitaluniversity.ac.in



From the Principal's Desk

A warm and hearty welcome to all. SICES Degree College of Arts, Science & Commerce affiliated to University of Mumbai, was established in the year 2009-2010 and is a part of South Indian Children's Education Society popularly known as SICES established in 1943 by **LATE SHRIN. SHANKARAN NAIR** (Founder President).

This is a great initiative taken to motivate every student who enters this temple of learning in such a way that he/ she will step out as a complete individual well versed to face the fast and competitive world ahead. We are committed to develop our infrastructure for the benefit of our students and staff.

Choosing where to continue your education is a major decision and I believe that SICES College will be a choice you will not regret, especially if you are ambitious and determined to succeed. As we are in developing stage, we focus on the needs of each individual student and aim to nurture them in order to ensure their journey at SICES College is successful and improves their future prospects.

Dr. Harshal M Bachhav
(I/C Principal)

INTRODUCTION

South Indian Children's Education Society popularly known as SICES established in 1943 by **LATE SHRI N. SHANKARAN NAIR(Founder)** emerged as a prime institution in Ambarnath Taluka of Thane District catering to the aspiration of minority status (Linguistic Minority) under article 30 (1) of the Constitution of India vide letter No. 2009/740/39/2009 from Academic year 2008 -2009. The objective of the institution was to provide a learning atmosphere & enable a student to develop into an intellectually alive and responsible citizen of the country. To guide the student in developing into a positive personality who goes in pursuit of excellence in whichever field he/she embarks on. To instill human values patriotism and secularism in the students.

SICE SOCIETY has well established Junior College, both aided and Un-aided section, offering Arts, Commerce & science courses in the same premises of Degree College.

SICES Degree College of Arts, Science & Commerce affiliated to University of Mumbai, was established in the year 2009-2010 with best possible infrastructure. It offers courses in Arts, Science, Commerce and Management streams at the Undergraduate level. The College located in Jambhul Phata area of Ambarnath is spread in an area of 5 acres on a hill top. Its surrounding abounds in greenery and serenity and is a quiet area away from the hustle and bustle of town. The Nearest local railway station is Ambarnath.

For achieving holistic development of student's personality, college provides exposure to highest quality education through SPORTS, NATIONAL CADET CORPS (N.C.C.), NATIONAL SERVICE SCHEME (N.S.S.). The co-curricular and extra-curricular activities are channelized through various associations viz; Science Association, Commerce Association, Career Guidance & Placement cell, Competitive Exam Guidance cell and many more.

Salient Features of Junior College

The only college in Ambarnath Taluka with:

Bi-focal subject(Computer Science)

Most Spacious I.T. Laboratories with experienced staff.

Qualified, trained & experienced staff.

Eco-friendly surroundings.

Courses offered in Junior College

Science	Commerce	Arts
English	English	English
Hindi/Marathi/I.T.	Hindi/Marathi/I.T.	Hindi/Marathi
Physics	Mathematics/ Secreterial Practice	Geography
Mathematics	Organisation of Commerce	History
Chemistry	Book Keeping	Economics
Biology	Economics	Sociology
Computer Science	E.V.S.	E.V.S
Bi-focal		

Salient Features of Junior College

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- **Bi-focal subject(Computer Science)**
- **Most Spacious I.T. Laboratories with experienced staff.**
- **Qualified, trained &experienced staff.**
- **Eco-friendly surroundings.**

COURSES OFFERED IN JUNIOR COLLEGE

Science	Commerce	Arts
<ul style="list-style-type: none">• English• Hindi/Marathi/I.T.• Physics• Mathematics• Chemistry• Biology• Computer Science• Bi-focal	<ul style="list-style-type: none">• English• Hindi/Marathi/I.T.• Mathematics/ Secreterial Practice• Organisation of Commerce• Book Keeping• Economics• E.V.S.	<ul style="list-style-type: none">• English• Hindi/Marathi• Geography• History• Economics• Sociology• E.V.S

COURSES OFFERED IN DEGREE COLLEGE

Conventional Courses	Self Financing
<ul style="list-style-type: none">• Arts (B.A.)• Commerce (B.Com.)	<ul style="list-style-type: none">• Banking & Insurance (B.B.I.)• Management Studies (B.M.S.)• Accounting & Finance (B.A.F.)
B.Sc. (Grant-in-Aid)	B.Sc. (Self-financing)
<ul style="list-style-type: none">• Chemistry• Physics• Botany• Zoology• Mathematics	<ul style="list-style-type: none">• Microbiology• Computer Science• Information Technology

CRITERIA FOR ADMISSION TO SCIENCE COURSES

Programme: Bachelor of Science (B.Sc.)

Name of the courses	Ordinance No.	Eligibility	Duration	Capacity Intake	Circular No.
Bachelor of Science			Total Duration 3 years		
F.Y.B. Sc	O.2145	A candidate seeking admission for F.Y.B. Sc should fulfill the following criteria: Candidate must have passed XII Science from Higher Secondary School Certificate Examination (HSC) by Maharashtra State Board of Secondary & Higher Secondary Education, Pune /Central Board of Secondary Education (CBSE)/International Certificate of Secondary Education (ICSE) or equivalent.	1 Year	120	No.UG/394 of 2004,dated 6 th September 2004
S.Y.B. Sc	O.2145	A candidate seeking admission for S.Y.B. Sc should fulfill the following criteria: Candidate must have cleared F.Y.B.Sc (BOTH SEMESTERS) in full. OR Candidate is allowed to keep terms (A.T.K.T) in not more than three papers in each Semester. i.e. SEM I & SEM II. OR Candidate who has passed post S.S.C (STD. X) Three Year Engineering Technology Diploma course is eligible for direct admission to Second Year of the B.Sc. degree course. OR Candidate who has passed H.S.C. Diploma (one year after XII Std.) of Maharashtra State Board of Technical Education or A.I.C.T.E. approved or any other recognized Government body in Information Technology/Computer Technology / Computer Engineering / Computer Science / Electrical, Electronics & Video Engineering & Allied Branches / Mechanical & Allied Branches / Production & Allied Branches / Chemical & Allied Branches is eligible for direct admission to the Second Year of the B. Sc degree course. Further that such students of Engineering / Technology Courses should offer Foundation Course II & any two of the following subject at S.Y.B. Sc:-Physics, Chemistry, Mathematics, Statistics, Computer Science, Geology, Geography, Economics. OR A Candidate who has passed post HSC diploma in pharmacy-D.Pharm 2 years after 12 th standard and 500 hrs. training approved by AICTE or any other recognized government body or its equivalent is eligible for direct admission to 2 nd year of the B.Sc. degree of this University. Further to that such student should offer foundation course II and any 2 of the following subject at S. Y. B.Sc. Zoology, Botany, Life Science. Candidate must have passed XII Science from Higher Secondary School Certificate Examination (HSC) by Maharashtra State Board of Secondary & Higher Secondary Education, Pune /Central Board of Secondary Education (CBSE) / International Certificate of Secondary Education (ICSE) or equivalent. A candidate seeking admission for S.Y.B. Sc should fulfill the following criteria: Candidate must have cleared F.Y.B.Sc (BOTH SEMESTERS) in full. OR Candidate is allowed to keep terms (A.T.K.T) in not more than three papers in each Semester. i.e. SEM I & SEM II. OR Candidate who has passed post S.S.C (STD. X) Three Year Engineering Technology Diploma course is eligible for direct admission to Second Year of the B.Sc. degree course. OR Candidate who has passed H.S.C. Diploma (one year after XII Std.) of Maharashtra State Board of Technical Education or A.I.C.T.E. approved or any other recognized Government body in Information Technology/ Computer Technology / Computer Engineering/Computer Science / Electrical, Electronics & Video Engineering & Allied Branches / Mechanical & Allied Branches / Production & Allied Branches / Chemical & Allied Branches is eligible for direct admission to the Second Year of the B. Sc degree course. Further that such students of Engineering / Technology Courses should offer Foundation Course II & any two of the following subject at S.Y.B. Sc :-Physics, Chemistry, Mathematics, Statistics, Computer Science, Geology, Geography, Economics. OR A Candidate who has passed post HSC diploma in pharmacy-D.Pharm 2 years after 12 th standard and 500 hrs. training approved by AICTE or any other recognized government body or its equivalent is eligible for direct admission to 2 nd year of the B.Sc. degree of this University. Further to that such student should offer foundation course II and any 2 of the following subject at S. Y. B.Sc. Zoology, Botany, Life Science.	1 Year	120	No.UG/394 of 2004,dated 6 th September 2004

Name of the courses	Ordinance No.	Eligibility	Duration	Capacity Intake	Circular No.
T.Y.B.Sc	O.2145	<p>A candidate seeking admission for T.Y.B. Sc should fulfill the following Criteria: Candidate must have cleared either F.Y.B.Sc or S.Y.B. Sc in full.</p> <p style="text-align: center;">AND</p> <p>Candidate is allowed to keep terms (A.T.K.T) in not more than three papers in each Semester. i.e. SEM I & SEM II of F.Y.B.Sc .</p> <p style="text-align: center;">OR</p> <p>Candidate is allowed to keep terms (A.T.K.T) in not more than three papers in each Semester .i.e. SEM III & SEM IV of S.Y.B. Sc .</p>	1 Year	120	No.UG/394 of 2004,dated 6 th September 2004
Bachelor of Science B.Sc. MICRO - BIOLOGY	O.2145	<p>A candidate for being eligible for admission to the three years integrated course leading to the degree of Bachelor of Science (B.Sc.) degree in Microbiology must have passed Higher Secondary School Certificate Examination (Std. XII) in Science stream conducted by the Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent.</p> <p>Admission will be on merit, based on order of preference as follows:</p> <ol style="list-style-type: none"> 1. Aggregate Marks at H.S.C. or equivalent. 2. Aggregate Marks in Science Group (Physics, Chemistry & Biology) 3. Marks in Chemistry & Biology. <p>A candidate seeking admission for T.Y.B. Sc should fulfill the following Criteria: Candidate must have cleared either F.Y.B.Sc or S.Y.B. Sc in full.</p> <p style="text-align: center;">AND</p> <p>Candidate is allowed to keep terms (A.T.K.T) in not more than three papers in each Semester. i.e. SEM I & SEM II of F.Y.B.Sc.</p> <p style="text-align: center;">OR</p> <p>Candidate is allowed to keep terms (A.T.K.T) in not more than three papers in each Semester .i.e. SEM III & SEM IV of S.Y.B. Sc .</p>	3 Years	F.Y : 35 S.Y : 35 T.Y : 35	No.UG/394 of 2004,dated 6 th September 2004
Bachelor of Science (B.Sc. C.S.) Computer Science	O.5719	<p>A candidate for being eligible for admission to the three years integrated course leading to the degree of Bachelor of Science (B.Sc.) must have passed Higher Secondary School Certificate Examination (Std. XII) in Science stream conducted by the Maharashtra State Board of Secondary and Higher Secondary Education with Mathematics and Statistics as one of the subject or its equivalent.</p> <p>Admission will be on merit, based on order of preference as follows:</p> <ol style="list-style-type: none"> 1. Aggregate Marks at H.S.C. or equivalent. 2. Aggregate Marks in Science Group (Physics, Chemistry and Mathematics) 3. Marks in Mathematics and Statistics and Physics 4. Marks in Mathematics and Statistics. 	3 Years	F.Y : 60 S.Y : 60 T.Y : 60	No.UG/394 of 2004,dated 6 th September 2004

Name of the courses	Ordinance No.	Eligibility	Duration	Capacity Intake	Circular No.
<p>Bachelor of Science (B.Sc. I.T.)</p> <p>Information Technology</p>	<p>O.5051</p>	<p>1. A candidate for being eligible for admission to the degree course of Bachelor of Science-Information Technology, shall have passed XII standard examination of the Maharashtra Board of Higher Secondary Education or its equivalent with Mathematic and Statistics as one of the subject and should have secured not less than 45% marks in aggregate for open category and 40% marks in aggregate in case of Reserved category candidates.</p> <p>2. Candidate who have passed Diploma (Three years after S.S.C. - X Std.) in Information Technology/ Computer Technology/ Computer Engineering/Computer Science/ Electrical, Electronics and Video Engineering and Allied Branches/ Mechanical and Allied Branches/ Civil and Allied branches are eligible for direct admission to the Second Year of the B.Sc. (I.T.) degree course. However, the Diploma should be recognized by the Board of Technical Education or any other recognized Government Body. Minimum marks required 45% aggregate for Open category candidates and 40% aggregate for reserved category candidates.</p> <p style="text-align: center;">OR</p> <p>2. Candidates with post HSC-Diploma in Information Technology/ Computer Technology / Computer Engineering/ Computer Science/ and Allied branches will be eligible for direct admission to the Second Year of B.Sc. (I.T.). However, the Diploma should be recognized by the Board of Technical Education or any other recognized Government Body Minimum Marks required 45% aggregate for Open category candidates and 40% aggregate for reserved category candidates.</p>	<p>3 Years</p>	<p>F.Y : 60 S.Y : 60 T.Y : 60</p>	<p>No.UG/283 of 2007,dated 16th June 2007</p>

CRITERIA FOR ADMISSION TO COMMERCE & SELF FINANCING COURSES Programme for B.Com & Management Courses

Name of the courses	Ordinance No.	Eligibility	Duration	Capacity Intake	Circular No.										
Bachelor of Commerce (B.Com.)	O.2138	<p>A candidate for being eligible for admission to the three year degree course leading to the Bachelor of Commerce must have passed the Higher Secondary School Certificate (Std. XII) examination conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education.</p> <p style="text-align: center;">OR</p> <p>Must have passed the Higher Secondary School Certificate (Std. XII) examination with vocational subjects/minimum competency based vocational course conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education.</p> <p style="text-align: center;">OR</p> <p>Must have passed the examination of another University or body recognized as equivalent to Higher Secondary School Certificate (Std.XII) examination.</p>	3 Yrs	F.Y: 240 S.Y:240 T.Y:240	No.UG/142 of 2010,dated 1 st July 2010										
Bachelor of Management Studies (B.M.S.)	O.3941	<p>A candidate for being eligible for admission to the B.M.S. Degree Course shall have passed H.S.C. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent examination or Diploma in any Engineering branches with two years or three years duration after S.S.C. conducted by the Board of Technical Education, Maharashtra State or its equivalent examination by securing minimum 45% marks for general category (in one attempt)at the respective Examination and minimum 40% marks for the reserved category (in one attempt).</p> <p>No college shall conduct any entrance test in any form and the admissions are purely based on merit duly following the reservation policy as per the norms of Government of Maharashtra. While drawing the merit list, weightage has to be given to students from Arts, Commerce and Science Stream at 12th standard level. The stream wise weightage to be given is as under :</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Stream</th> <th>Commerce</th> <th>Arts</th> <th>Science</th> <th>Diploma in Engineering and Other</th> </tr> </thead> <tbody> <tr> <td>Percentage</td> <td>45%</td> <td>25%</td> <td>25%</td> <td>5%</td> </tr> </tbody> </table> <p>The applications are to be accepted and processed by the colleges stream wise separately and the merit list is to be displayed stream wise taking into account the reservation policy prescribed by the Government of Maharashtra.</p>	Stream	Commerce	Arts	Science	Diploma in Engineering and Other	Percentage	45%	25%	25%	5%	3 Yrs	F.Y: 60 S.Y: 60 T.Y: 60	No.UG/80 of 2010,dated 27 th April,2010
Stream	Commerce	Arts	Science	Diploma in Engineering and Other											
Percentage	45%	25%	25%	5%											

Name of the courses	Ordinance No.	Eligibility	Duration	Capacity Intake	Circular No.
		<ol style="list-style-type: none"> 1. The merit list is to be prepared and displayed Steam wise. 2. In case if no applications are received under the “Diploma in Engineering and other Category” or if the seats remain vacant in “Diploma in Engineering and other Category” after all the merit lists/forms are exhausted, the vacant seats must be transferred to Commerce Stream. 3. In case if no application is received from any stream the vacant seats are to be distributed equally between the remaining two streams only. 4. After the first merit list is displayed, if any seat allotted to one stream remains vacant, the same shall be distributed equally between the remaining two streams. In case of vacancy in one stream is of single/odd number of seats, the single seat is to be allotted to the Commerce Stream. In case if no applications are available from the two streams, then all the vacant seats of such two streams must be transferred to the third stream. 5. Step (d) be repeated for the subsequent merit lists till all the forms are exhausted or the final merit list is displayed, whichever is earlier 			
Bachelor of Commerce (Accounting & Finance) (B.A.F)	O.5204	<p>(a) A candidate for being eligible for admission to the Bachelor of Commerce (Accounting and Finance) degree course shall have passed XII std. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate at first attempt (40% in case of reserved category).</p> <p>(b) Every candidate admitted to the degree course in the constituent/affiliated college/recognized institution, conducting the course, shall have to register himself/herself with the University.</p>	3 Yrs	F.Y: 60 S.Y: 60 T.Y: 60	No.UG/395 of 2004, dated 7 th September 2004
Bachelor of Commerce (Banking & Insurance) (B.B.I)	O.5209	A candidate for being eligible for admission to the Bachelor of Commerce (Banking and Insurance) degree course should have passed XII std. Examination of the Maharashtra State Board of Secondary and Higher Secondary Education, Pune, or its equivalent and secured not less than 45% marks in aggregate (40% in the case of reserved category candidates) at one and the same sitting. Every candidate admitted to the degree course in the affiliated colleges conducting the course shall have to register enroll himself/herself with the University.	3 Yrs	F.Y: 60 S.Y: 60 T.Y: 60	No.UG/489 of 2004, dated 17 th November 2004

ELIGIBILITY CRITERIA FOR ARTS COURSES

Programme: Bachelor of Arts (B.A.)

Name of the courses	Ordinance No.	Eligibility	Duration	Capacity Intake	Circular No.
Bachelor of Arts (B.A.)	O.2138	<p>A candidate for being eligible for admission to the three year integrated course leading to the degree of Bachelor of Arts must have passed the Higher Secondary School Certificate (Std. XII) examination conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education with the following subjects :-</p> <ol style="list-style-type: none"> 1.English 2. Any one of the Modern Indian Languages or Modern Foreign Languages or any classical Language or Information Technology. 3 Any four subjects carrying 100 marks each. <p style="text-align: center;">OR</p> <p>Must have passed the Higher Secondary School Certificate (Std. XII) examination with vocational subject conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education with the following subjects:-</p> <ol style="list-style-type: none"> 1. English 2. Any one vocational subject carrying 200 marks prescribed by the Board from time to time. 3. Any three subjects carrying 100 marks each. <p style="text-align: center;">OR</p> <p>Must have passed the Higher Secondary School Certificate (Std. XII) examination with the Minimum Competency based vocational courses conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education with the following subjects</p> <ol style="list-style-type: none"> 1.English 2. Any one of the Modern Indian Languages or Modern Foreign Languages or Classical Language or Information Technology 3. General Foundation Course. 4. Any one subject carrying 300 marks from among the Minimum Competency based vocational courses prescribed by the Higher Secondary School Certificate examination from time to time. <p style="text-align: center;">OR</p> <p>Must have passed an examination of another University or Body Recognized as equivalent thereto.</p>	3 Yrs	F.Y: 120 S.Y: 120 T.Y: 120	No. UG/105 of 2004, dated 15 th March 2004

ADMISSION GUIDELINES

Admission to desired course at FY level to any of the streams consists of following phases:

- 1. On-line Registration & Selection of required course in college (within dates mentioned by the University).**
 - 2. Verification of On-line filled form.**
 - 3. Filling college admission form.**
 - 4. Document submission.**
Hard Copy of application form is to be submitted along with necessary documents in the college office.
- Parents/students should go through the Prospectus and the Guidelines as well as Admission Notices put up on the notice board, before seeking admission in the college
 - Admission is as per merit and other norms laid down by the University, the Government or the Management from time to time
 - Principal reserves the right to amend/modify the guidelines regarding the admission, as and when such amendments/modifications are received from the University, Government or the Management. They will be notified accordingly on the notice board
 - Principal also reserves the right to refuse admission, in case such an admission, in his/her opinion, is likely to adversely affect the overall discipline in the college.
 - Students are advised to write their phone numbers along with guardian / Parents phone numbers in the admission form.
 - Students can seek help from **ADMISSION COUNSELING CELL** for entire admission process.
- Application for admission to the college is made on the prescribed printed form.**
The form must be accompanied by:

- 1) Form for Identity Card with 2x2 size self-recent photographs.
- 2) Transfer Certificate and Mark-Sheet of the last examination passed, with two true copies if coming from a college affiliated to the Mumbai University/ Maharashtra Board.
- 3) Transfer Certificate, Migration Certificate, Passing Certificate and Mark Sheet of the last examination, with two true copies if coming from a college affiliated to any other Board/University.
- 4) Students coming from any other Board/University should submit the Provisional Eligibility Certificate from the University of Mumbai.
- 5) **FY Class students MUST fill up the PRE-ADMISSION ENROLMENT FORM of UNIVERSITY of MUMBAI on Mumbai University website: mumoa.digitaluniversity.ac.in before taking the admission in the college.**

N.B:

1. **OFFLINE admission is completely closed for all courses.**
 2. **No form will be accepted without the necessary accompaniments and two passport size photographs.**
- 6) Students who are granted admission must pay fees on the same day, failing which they will have **NO CLAIM** to the seat.
 - 7) A student once admitted has to pay the fees for the whole year even if he/she subsequently leaves the college, or if his/her name is struck off the college roll.
 - 8) Leaving Certificate or Transference Certificate of the previous college will be required from each student wishing to join the college. It can be called for through the college authorities, if it has not been submitted at the time of admission.
 - 9) Those students who have already enrolled in University of Mumbai have to submit the **NO OBJECTION CERTIFICATE (N.O.C)** issued from the Previous College at the time of seeking admission.

- 10) Students seeking admission in F.Y. / S.Y./ T.Y. other than Maharashtra Boards/Mumbai University/Foreign students shall take the Prima Facia letter from University of Mumbai before taking admission.

Students from the States, other than Maharashtra, seeking admissions in this college, are hereby informed that they will not be issued any official documents i.e. Marksheet, College leaving certificate, Passing certificate or any other certificate / document, unless the University of Mumbai confirms their admission.

- 11) The roll number to each student will be given on admission. The roll number once allotted will not be changed during the year.
- 12) On admission every student will receive an Identity Card, which must always be carried and must be presented for inspection on demand. No student will be allowed to enter or the colleges premises or attend the classes or enter the Library / Laboratory / Gymkhana without a valid Identity Card. The Identity Card is not valid unless a **Stamp** size photograph of the student is affixed on the space provided and bears the college seal and Principal's signature and is signed by the student on the reverse side in the space provided. A fine of Rs 100/- will be levied on any student found without a valid Identity Card.
- 13) Students should get receipt of every payment they make in the office. No complaint will be entertained if the corresponding receipt is not produced.
- For **Change of Subject (Degree College)** Rs. 50/- per subject shall be charged.

STUDENTS COMING FROM OUTSIDE THE STATE OF MAHARASHTRA AND ANY OTHER UNIVERSITY (OTHER THAN MUMBAI UNIV. /BOARD) FOR ADMISSION are required to submit provisional statement of eligibility certificate issued by eligibility section, Gr. Floor, Dr. Babasaheb Ambedkar Bhavan, Vidyanagari, Mumbai.

They are required to bring Provisional Statement of Eligibility from Registrar, University of Mumbai, Kalina, Mumbai - 400 098 or Mumbai Divisional Board and also should pay Eligibility fee of Rs. 320.00 while seeking admission.

Students must submit following certificates within one month after the admission, with three attested photocopies.

1. Migration Certificate
2. Passing Certificate
3. Statement of Marks

Except Migration other certificates shall be returned in the month of March.

COLLEGE DEPOSIT

Application for refund of college deposits must be made **on the prescribed form** accompanied by the **relevant deposit receipts** within **one year of applicant's ceasing to be a regular student of the college**, failing which the college deposits will be forfeited. The period of one year will be counted from the last date of term, last attended by the applicant or in case of the student leaving the college with the permission of the principal during the course; from the date he/she is permitted to leave the college.

N.B.: A fees receipt and Identity Card must be produced while applying for refund of fees or college deposits. A penalty of Rs. 50/- will be levied for each receipt lost by the student and consequently not attached to the application for withdrawal of the deposits.

DISCIPLINE

- All students must observe rules and regulations currently in force to enable the smooth running of the college.
- Students are prohibited to do anything inside or outside the college that will interfere with the orderly administration or affect its public image.
- No outside influence, political or any other should be brought into the college directly or indirectly.

.....*Self Discipline is the best Discipline*.....

CURRICULUM SCIENCE FACULTY

Grant-In-Aid courses

DEPARTMENT OF CHEMISTRY

F. Y. B. Sc.

<p>SEMESTER I</p> <ol style="list-style-type: none"> 1. General Chemistry - I 2. General Chemistry II 3. Practical of Paper I 	<p>SEMESTER II</p> <ol style="list-style-type: none"> 1. General Chemistry - I 2. General Chemistry II 3. Practical of Paper II
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S. Y. B. Sc.

<p>SEMESTER III</p> <ol style="list-style-type: none"> 1. General Chemistry - I 2. General Chemistry - II 3. Analytical Chemistry 4. Practical of Paper I 5. Practical of Paper II 6. Practical of Paper III 	<p>SEMESTER IV</p> <ol style="list-style-type: none"> 1. General Chemistry - I 2. General Chemistry II 3. Analytical Chemistry 4. Practical of Paper I 5. Practical of Paper II 6. Practical of Paper III
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T. Y. B. Sc.

<p>SEMESTER V</p> <ol style="list-style-type: none"> 1. Physical Chemistry 2. Inorganic Chemistry 3. Organic Chemistry 4. Analytical Chemistry 5. Applied component: Pharmaceutical Chemistry 6. Practical course I 7. Practical course II 8. Practical course: Applied component 	<p>SEMESTER VI</p> <ol style="list-style-type: none"> 1. Physical Chemistry 2. Inorganic Chemistry 3. Organic Chemistry 4. Analytical Chemistry 5. Applied component: Dyestuff & Paints 6. Practical course I 7. Practical course II 8. Practical course: Applied component
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DEPARTMENT OF PHYSICS

F. Y. B.Sc.

<p>SEMESTER I</p> <ol style="list-style-type: none"> 1. Classical Physics 2. Modern Physics 3. Practical of Paper I & II 	<p>SEMESTER II</p> <ol style="list-style-type: none"> 1. Mathematical Physics 2. Electricity & Electronics 3. Practical of Paper I & II
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S. Y. B. Sc

<p>SEMESTER III</p> <ol style="list-style-type: none"> 1. Mechanics and Thermodynamics 2. Vector, Calculus, Analog Electronics 3. Applied Physics -I 4. Practical course 3 (Group A, B, C & Skill) 	<p>SEMESTER IV</p> <ol style="list-style-type: none"> 1. Optics & Digital Electronics 2. Quantum Mechanics 3. Applied Physics -II 4. Practical course 4 (Group A,B,C & Demo)
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T. Y. B. Sc.

<p>SEMESTER V</p> <ol style="list-style-type: none"> 1. Mathematical methods in physics, Thermal & Statistical Physics 2. Solid state physics 3. Atomic and molecular physics 4. Electrodynamics 5. Applied Component: Analog Circuits Microprocessor and Instruments 6. Practical of Paper I, II, III, IV 7. Practical of Paper V :Applied Component 	<p>SEMESTER VI</p> <ol style="list-style-type: none"> 1. Classical Mechanics 2. Electronics 3. Nuclear Physics 4. Special Theory of Relativity 5. Applied Component: Digital electronics and its applications, programming in C++ 6. Practical of Paper I, II, III, IV 7. Practical of Paper V :Applied Component
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DEPARTMENT OF BOTANY

F. Y. B. Sc.

<p>SEMESTER I</p> <ol style="list-style-type: none"> 1. Plant Diversity - I 2. Form & Function I 3. Practical of Paper I 4. Practical of Paper II 	<p>SEMESTER II</p> <ol style="list-style-type: none"> 1. Plant Diversity - I 2. Form & Function - I 3. Practical of Paper I 4. Practical of Paper II
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S. Y. B. Sc.

<p>SEMESTER III</p> <ol style="list-style-type: none"> 1. Plant Diversity - II 2. Form & Function II 3. Current Trends in Plant Sciences I 4. Practical of Paper I 5. Practical of Paper II 6. Practical of Paper III 	<p>SEMESTER IV</p> <ol style="list-style-type: none"> 1. Plant Diversity - II 2. Form & Function II 3. Current Trends in Plant Sciences I 4. Practical of Paper I 5. Practical of Paper II 6. Practical of Paper III
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DEPARTMENT OF ZOOLOGY

F. Y. B. Sc.

<p>SEMESTER I</p> <ol style="list-style-type: none"> 1. Wonders of Animal World, Biodiversity & its conversation 2. Instrumentation & Animal Bio technology 3. Practical of Paper I 4. Practical of Paper II 	<p>SEMESTER II</p> <ol style="list-style-type: none"> 1. Population Ecology & Wild life Management 2. Nutrition, Public health & Hygiene 3. Practical of Paper I 4. Practical of Paper II
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S. Y. B. Sc.

<p>SEMESTER III</p> <ol style="list-style-type: none"> 1. Fundamentals of Genetics, Chromosomes, Heredity & Nucleic acid 2. Study of Nutrition, Excretion, Respiration, Circulation Control and coordination, Locomotion & Reproduction. 3. Ethology, Conservation Biology & Applied Zoology 	<p>SEMESTER IV</p> <ol style="list-style-type: none"> 1. Comparative Embryology, Human Reproduction, Research Methodology & Ethics 2. Cell Biology, Endomembrane System & Bio molecules 3. Holistic health, Neurological and genetic diseases & Pollution.
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4. Practical of Paper I 5. Practical of Paper II 6. Practical of Paper III	4. Practical of Paper I 5. Practical of Paper II 6. Practical of Paper III
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DEPARTMENT OF MATHEMATICS

F. Y. B. Sc.

SEMESTER I 1. Calculus I 2. Algebra I	SEMESTER II 1. Calculus II 2. Linear Algebra
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S. Y. B. Sc

SEMESTER III 1. Calculus III 2. Algebra III 3. Introduction to computing & Problem Solving-I 4. Practicals	SEMESTER IV 1. Calculus IV 2. Ordinary Differential equations 3. Introduction to computing & Problem Solving-II 4. Practicals
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Self-financing Courses

DEPARTMENT OF MICROBIOLOGY

F. Y. B. Sc.

SEMESTER I 1. Fundamental of Microbiology 2. Basic techniques in Microbiology 3. Practical of Paper I & Paper II	SEMESTER II 1. Basics of Microbiology 2. Exploring Microbiology 3. Practical of Paper I & Paper II
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S. Y. B. Sc.

SEMESTER III 1. Biomolecules and Microbial taxonomy Techniques 2. Environmental Microbiology 3. Option A: Introduction to Clinical Microbiology Sanitation & Microbial Ecology Option B: Basic and Advanced Microbiology 4. Practical of Paper I 5. Practical of Paper II 6. Practical of Paper III	SEMESTER IV 1. Metabolism & Basic Analytical 2. Applied Microbiology 3. Option A: Fermented Foods, Food Option B: Advances & Applications of Microbiology and Soft Skills 4. Practical of Paper I 5. Practical of Paper II 6. Practical of Paper III
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T. Y. B. Sc.

SEMESTER V 1. Microbial Genetics 2. Medical Microbiology & Immunology I 3. Microbial Biochemistry I 4. Bioprocess Technology & Environmental Microbiology	SEMESTER VI 1. r-DNA Technology, Bioinformatics & Virology 2. Medical Microbiology & Immunology II 3. Microbial Biochemistry II 4. Applied and Industrial Microbiology
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5. Applied component : Concepts in Biotechnology 6. Practical of Paper I & II 7. Practical of Paper III & IV 8. Practical of Applied Component	5. Applied component: Applied Biotechnology 6. Practical of Paper I & II 7. Practical of Paper III & IV 8. Practical of Applied Component
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B. Sc. (COMPUTER SCIENCE) Practicals

F. Y. B. Sc.

<p>SEMESTER I</p> 1. Computer Organization & Design 2. Programming with Python I 3. Free and open source software 4. Database system 5. Discrete Mathematics 6. Descriptive Statistics and Introduction to Probability 7. Soft skills development 8. Practical of USCS101 + USCS102 + USCS103+USCS104+USCS105+USCS106	<p>SEMESTER II</p> 1. Programming with C 2. Programming with python II 3. Linux 4. Data Structures 5. Calculus 6. Statistical Methods and testing of hypothesis 7. Green Technologies 8. Practical of USCS201 + USCS202 + USCS203+USCS204+USCS205+USCS206
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S. Y. B. Sc.

<p>SEMESTER III</p> 1. Theory of computation 2. Core JAVA 3. Operating System 4. Data Base Management Systems 5. Combinatorics & Graph Theory 6. Physical Computing and IoT Programming 7. Skill Enhancement: Web Programming Fundamentals 8. Practical of USCS302+USCS303+USCS304 Practical ofUSCS305+USCS306+USCS307	<p>SEMESTER IV</p> 1. Fundamentals of Algorithms 2. Advanced JAVA 3. Computer Networks 4. Software Engineering 5. Linear Algebra using Python 6. Dot Net Technologies 7. Skill Enhancement: Android Developer 8. Practical of USCS401+ USCS402+ USCS403 Practical of USCS405+ USCS406+ USCS407
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T. Y. B. Sc.

<p>SEMESTER V</p> 1. Data communication Networking 2. Advanced Java Programming -I 3. Mobile Application Development 4. Data Management using PL/SQL-I 5. Dot Net Technologies Practical of USCS501 + USCS502 Practical of USCS503 + USCS504	<p>SEMESTER VI</p> 1. Advanced Networking and Security 2. Advanced Java Programming-II 3. Software Engineering and Testing 4. Data Management using PL/SQL-II 5. Advanced Web technology Practical of USCS601 + USCS602 Project work
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B. Sc. (Information Technology)

F. Y. B.Sc.

<p>SEMESTER I</p> <ol style="list-style-type: none"> 1. Imperative Programming 2. Digital Electronics 3. Operating Systems 4. Discrete Mathematics 5. Communication Skills <p>Practical of USIT101 + USIT102 + USIT103+USIT104+USIT105</p>	<p>SEMESTER II</p> <ol style="list-style-type: none"> 1. Object Oriented Programming 2. Microprocessor Architecture 3. Web Programming 4. Numerical & Statistical Methods 5. Green Computing <p>Practical of USIT201 + USIT202 + USIT203+USIT204+USIT205</p>
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S. Y. B.Sc.

<p>SEMESTER III</p> <ol style="list-style-type: none"> 1. Python Programming 2. Data Structures 3. Computer Networks 4. Data Base Management Systems 5. Applied Mathematics <p>Practical of USIT301 + USIT302 + USIT303+USIT304+USIT305</p>	<p>SEMESTER IV</p> <ol style="list-style-type: none"> 1. Core Java 2. Introduction to Embedded System 3. Computer Oriented Statistical Techniques 4. Software Engineering 5. Computer Graphics and Animation <p>Practical of USIT401 + USIT402 + USIT403+USIT404+USIT405</p>
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T. Y. B.Sc.

<p>SEMESTER V</p> <ol style="list-style-type: none"> 1. Network Security 2. Asp.Net With C# 3. Software Testing 4. Advanced Java 5. Linux Administration <p>Practical of USIT501 + USIT502 + USIT503+USIT504+USIT505</p>	<p>SEMESTER VI</p> <ol style="list-style-type: none"> 1. Internet Technology 2. Project Management 3. Data Warehousing 4. IPR and Cyber Laws 5. Project Report 6. Project Viva Voce <p>Practical of USIT601 + USIT602 USIT603+USIT604+USIT605</p>
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COMMERCE DEPARTMENT
PROGRAMME : BACHELOR OF COMMERCE
F.Y. B.COM.

SEMESTER I	SEMESTER II
1.Accountancy & Financial Management- I 2.Commerce - I 3.Business Economics- I 4.Business Communication- I 5.Environmental Studies- I 6.Mathematical & Statistical Techniques-I List of Skill Enhancement Courses (SEC) for Semester I 1. Foundation Course- I	1. Accountancy & Financial Management- II 2.Commerce - II 3. Business Economics- II 4.Business Communication- II 5.Environmental Studies- II 6.Mathematical & Statistical Techniques -II List of Skill Enhancement Courses (SEC) for Semester II 1. Foundation Course- II

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SEMESTER III	SEMESTER IV
1.Accountancy & Financial Management - III 2. Introduction to Management Accounting 3.Commerce - III 4.Business Economics - III 5.Business Law - I 6. List of Skill Enhancement Courses (SEC) <div style="text-align: center;">GROUP A</div> 1. Advertising - I <div style="text-align: center;">GROUP B</div> 1. Foundation Course - III	1. Accountancy & Financial Management? IV 2. Financial Accounting & Auditing 3.Commerce - IV 4. Business Economics - IV 5.Business Law - II 6. List of Skill Enhancement Courses (SEC) <div style="text-align: center;">GROUP A</div> 1. Advertising - II <div style="text-align: center;">GROUP B</div> 1. Foundation Course - IV

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No. of Courses	Semester V	No. of Courses	Semester VI
1	Elective Courses(EC)	1	Elective Courses (EC)
1A	Discipline Specific Electives (DSE) courses	1A	Discipline Specific Electives (DSE) courses
1	Financial Accounting and Auditing VII-Financial Accounting	1	Financial Accounting and Auditing IX - Financial Accounting
2	Financial Accounting and Auditing VIII-Cost Accounting	2	Financial Accounting and Auditing X - Cost Accounting
1B	Discipline Related Electives (DRE) courses	1B	Discipline Related Electives (DRE) courses
3	Commerce V	3	Commerce VI
4	Business Economics V	4	Business Economics VI
5	Ability enhancement courses (AEC) Direct Taxes & Indirect Taxation Paper I	5	Ability enhancement courses (AEC) Direct Taxes & Indirect Taxation Paper II
6	Marketing Research Paper I	6	Marketing Research Paper II

• Syllabi are subject to change. Visit University of Mumbai website (www.mu.ac.in) time to time for updates.

F.Y.B.M.S.

SEM-I	SEM-II
<p>1. Elective Courses (EC) 1.Introduction to Financial Accounts 2.Business Law 3.Business Statistics</p> <p>2. Ability Enhancement Courses 2 (A) Ability Enhancement (AEC) Compulsory Courses 1. Business Communication - I</p> <p>2(B)Skill Enhancement Course (SEC) 1. Foundation Course - I</p> <p>3. Core Courses(CC) 1. Foundation of Human Skills 2. Business Economics - I</p>	<p>1. Elective Courses (EC) 1.Principle of Marketing 2.Business Mathematics 3.Industrial Law</p> <p>2. Ability Enhancement Courses 2 (A) Ability Enhancement (AEC) Compulsory Courses 1. Business Communication -II</p> <p>2(B)Skill Enhancement Course (SEC) 1. Foundation Course -II</p> <p>3. Core Courses(CC) 1. Business Environment 2. Principle of Management</p>

S.Y.B.M.S.

SEMESTER - III	SEMESTER - IV
<p>1. Elective Courses (EC) * Any one group of courses from the following list of the courses</p> <p>Group A: Finance Elective 1.Equity and Debt Market 2.Corporate Finance</p> <p style="text-align: center;">OR</p> <p>Group B: Marketing Elective 1.Consumer Behaviour 2.Advertising</p> <p>2. Ability Enhancement Courses(AEC) 1. Information Technology in Business Management -I</p> <p>3. Core Courses(CC) 1. Environment Management 2. Business Planning & Entrepreneurship Management 3. Accounting for Managerial decision 4. Strategic Management</p>	<p>1. Elective Courses (EC) * Any one group of courses from the following list of the courses</p> <p>Group A: Finance Elective 1. Strategic Cost Management 2. Corporate Restructuring</p> <p style="text-align: center;">OR</p> <p>Group B: Marketing Elective 1.Rural Marketing 2.Event Marketing</p> <p>2. Ability Enhancement Courses(AEC) 1. Information Technology in Business Management -II</p> <p>3. Core Courses(CC) 1. Ethics & Governance 2. Business Economics - II 3. Business Research Methods 4. Production & Total Quality Management</p>

• Syllabi are subject to change. Visit University of Mumbai website (www.mu.ac.in) time to time for updates.

T.Y.B.M.S.

SEMESTER - V	SEMESTER - VI
<p>1. Elective Courses (EC) * Any Four courses from the following list of the courses</p> <p>Group A: Finance Elective 1. Investment Analysis & Portfolio Management 2. Commodity and Derivative Market 3. Wealth Management 4. Strategic Financial Management</p> <p style="text-align: center;">OR</p> <p>Group B: Marketing Elective 1. Service Marketing 2. E-Commerce and Digital Marketing 3. Sales and Distribution Management 4. Consumer Relationship Management</p> <p>2. Core Courses(CC) 1. Logistic & Supply chain Management 2. Corporate Communication & Public Relation</p> <p>3. Project Work 1. Project Work-I</p>	<p>1. Elective Courses (EC) * Any Four courses from the following list of the courses</p> <p>Group A: Finance Elective 1. International Finance 2. Innovative Financial Services 3. Project Management 4. Risk Management in Banking sector</p> <p style="text-align: center;">OR</p> <p>Group B: Marketing Elective 1. Brand Management 2. Retail Management 3. International Marketing 4. Media Planning and Management</p> <p>2. Core Courses(CC) 1. Operation Research</p> <p>3. Project Work 1. Project Work-II</p>

BACHELOR OF COMMERCE (ACCOUNTING & FINANCE) F.Y. B.A.F

SEMESTER - I	SEMESTER - II
<p>1. Elective Courses (EC) 1. Financial Accounting - Elements of Financial Accounting- Paper I 2. Cost Accounting - Introduction & Element of Cost - Paper I 3. Financial Management - Introduction to FM - Paper I</p> <p>2. Ability Enhancement Courses (AEC) 2 (A) Ability Enhancement Compulsory Courses 1. Business Communication-I</p>	<p>1. Elective Courses (EC) 1. Financial Accounting - Special Accounting Areas - Paper II 2. Auditing - Introduction & Planning - Paper I 3. Taxation - Indirect Taxes - Paper I</p> <p>2. Ability Enhancement Courses (AEC) 2 (A) Ability Enhancement Compulsory Courses 1. Business Communication-II</p>

• Syllabi are subject to change. Visit University of Mumbai website (www.mu.ac.in) time to time for updates.

SEMESTER - I	SEMESTER - II
3. Core Courses(CC) 1. Commerce (Business Environment) - I 2. Business Economics -I	3. Core Courses(CC) 1. Business Law - Business Regulatory Framework - I 2. Business Mathematics

S.Y.B.A.F

SEMESTER -III	SEMESTER - IV
1. Elective Courses (EC) (Any 3) 1. Financial Management-I 2. Management Accounting 3. Organizational Behavior 4. Risk Management 5. Mutual Fund Management 2. Ability Enhancement Courses (AEC) 2 (A) Ability Enhancement Compulsory Courses (AEC) 1. Information Technology in Banking & Insurance I 2(B) Skill Enhancement Course (SEC) 1. Foundation Course - III (An Overview of Banking Sector) 3. Core Courses (CC) 1. Financial Markets 2. Direct Taxation	A. Elective Courses (EC) (Any 3) 1. Financial Management-II 2. Customer Relationship Management 3. Wealth Management 4. Cost Accounting 5. Entrepreneurship Management 2. Ability Enhancement Courses (AEC) 2 (A) Ability Enhancement Compulsory Courses (AEC) 1. Information Technology in Banking & Insurance II 2(B) Skill Enhancement Course (SEC) 1. Foundation Course - IV (An Overview of Insurance Sector) 3. Core Courses (CC) 1. Corporate & Securities Law 2. Business Economics- II

T.Y.B.A.F

SEMESTER -V	SEMESTER - VI
1. Elective Courses (EC) (Any 4) 1. Financial Accounting - V 2. Cost Accounting - IV 3. Financial Management - II 4. Taxation - IV (Direct Tax -I) 2. Core Courses (CC) 5. Management-II (Management Applications) 3. Project Work 6. Project Work-I	1. Elective Courses (EC) (Any 4) 1. Financial Accounting - VI 2. Cost Accounting - V 3. Financial Management - III 4. Taxation - V (Direct Tax -II) 2. Core Courses(CC) 5. Economics - III (Indian Economy) 3. Project Work 6. Project Work-II

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BACHELOR OF COMMERCE (BANKING & INSURANCE)
F.Y.B.B.I

SEMESTER-I	SEMESTER-II
<p>1. Elective Courses (EC) 1. Financial Accounting-I 2. Environmental of Financial services 3. Principle of Management</p> <p>2. Ability Enhancement Courses(AEC) 2 (A) Ability Enhancement Compulsory Courses 1. Business Communication-I</p> <p>2(B)Skill Enhancement Course (SEC) 1. Foundation Course-I</p> <p>3. Core Courses (CC) 1. Quantitative Methods-I 2. Business Economics -I</p>	<p>1. Elective Courses (EC) 1. Financial Accounting-I 2. Principles and Practices of Banking & Insurance 3. Business Law</p> <p>2. Ability Enhancement Courses(AEC) 2 (A) Ability Enhancement Compulsory Courses 1. Business Communication-II</p> <p>2(B)Skill Enhancement Course (SEC) 1. Foundation Course-II</p> <p>3. Core Courses (CC) 1. Quantitative Methods-II 2. Organizational Behaviour</p>

S.Y.B.B.I.

SEMESTER-III	SEMESTER-IV
<p>1. Elective Courses (EC) (Any 3) 1. Financial Management-I 2. Management Accounting 3. Organizational Behavior 4. Risk Management 5. Mutual Fund Management</p> <p>2. Ability Enhancement Courses (AEC) 2 (A) Ability Enhancement Compulsory Courses (AEC) 1. Information Technology in Banking & Insurance- I</p> <p>2(B)Skill Enhancement Course (SEC) 1. Foundation Course - III (An Overview of Banking Sector)</p> <p>3. Core Courses (CC) 1. Financial Markets 2. Direct Taxation</p>	<p>A. Elective Courses (EC) (Any 3) 1. Financial Management-II 2. Customer Relationship Management 3. Wealth Management 4. Cost Accounting 5. Entrepreneurship Management</p> <p>2. Ability Enhancement Courses (AEC) 2 (A) Ability Enhancement Compulsory Courses (AEC) 1. Information Technology in Banking & Insurance- II</p> <p>2(B)Skill Enhancement Course (SEC) 1. Foundation Course - IV (An Overview of Insurance Sector)</p> <p>3. Core Courses (CC) 1. Corporate & Securities Law 2. Business Economics-II</p>

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T.Y.B.B.I

SEMESTER - V	SEMESTER - VI
<p>1. Elective Courses (EC) (Any 4)</p> <ol style="list-style-type: none"> 1. Financial Reporting & Analysis (Corporate Banking & Insurance) 2. Auditing -I 3. Strategic Management 4. Financial Services Management 5. Business Ethics & Corporate Governance 6. Actuarial Analysis in Banking & Insurance <p>2. Core Courses (CC)</p> <ol style="list-style-type: none"> 1. International Banking & Finance <p>3. Ability Enhancement Course(AEC)</p> <ol style="list-style-type: none"> 1. Research Methodology 	<p>1. Elective Courses (EC) (Any 4)</p> <ol style="list-style-type: none"> 1. Security Analysis and Portfolio Management 2. Auditing -II 3. Human Resource Management 4. Turnaround Management 5. International Business 6. Marketing in Banking & Insurance <p>2. Core Courses (CC)</p> <ol style="list-style-type: none"> 1. Central Banking <p>3. Ability Enhancement Course(AEC)</p> <ol style="list-style-type: none"> 1. Project Work in Banking & Insurance

Department of Arts [Bachelor of Arts (B.A.)]

F.Y.B.A.(Credit System implemented from Academic year 2011-12)

Students have to select the following SIX PAPERS (600 Marks) Per Semester

A) Compulsory Subjects

- 1) Communication Skills in English
- 2) Foundation Course Paper I
- 3) Modern Indian Language - a) Hindi OR b) Marathi

B) Optional Subjects (Students have to select ANY THREE of the following subjects)

- 1) (a) Economics OR (b) Sociology
- 2) (a) English OR (b) Marathi
- 3) (a) History OR (b) Geography OR (c) Hindi
- 4) (a) Psychology OR (b) Political Science

S.Y.B.A. (Credit System implemented from Academic year 2012-13)

Students have to select the following EIGHT PAPERS (800 Marks) Per Semester

A) Compulsory Subject

Foundation Course Paper II

B) Applied Component Group - ANY ONE of the Following:

- 1) Entrepreneurial Development 2) Population Study 3) Health Psychology 4) Business Communication
- 5) Mass Communication 6) Women's Studies 7) Travel and Tourism

C) Optional Subjects

Optional Subjects offered in F.Y.B.A. are continued at SYBA with TWO PAPERS in each subject

T.Y.B.A. (Credit System to be implemented from Academic year 2013-14)

Students have to select ANY ONE subject with SIX PAPERS or ANY TWO subjects with THREE PAPERS in each, out of the three optional subjects offered at S.Y.B.A.

NOTE: Admission to the above subject is provisional subject to availability of adequate number of students and restriction of number of seats in the subject. Departments of History; Geography & Psychology organize Excursions to relevant places, to support the curriculum.

• Syllabi are subject to change. Visit University of Mumbai website (www.mu.ac.in) time to time for updates.

LIST OF FACILITIES AND INFRASTRUCTURE AVAILABLE IN COLLEGE

Facilities: College has a fully built up area of 49,874 Sq. ft. and a canteen of 2000 sq. ft. It offers modern amenities needed for all round development of a student's personality such as Library, Gymkhana, State of the art- Laboratories, Research Lab, Air-conditioned auditorium equipped with LCD projector, e-class, Botanical garden, Canteen & Play Ground.

Library (08.00 AM To 4.00 PM)

Library of SICES Degree College of Arts Science and Commerce is the heart of the Teaching Learning program. We have a collection of about 3439+ books along with various resources such as reference books, text books, CD's, journals, e-books and also newspapers.

Sections in Library	Library Services
New arrival display Notice Board Property Counter Newspaper Section Issue /Return Counter Technical Section Librarian Desk Periodical Section Internet Section Reference Section Stack Section Reading Room	Reference services Current Awareness Services Selective Dissemination of information services Cataloguing OPAC Home lending Services Reprographic services Internet E-journals and books services Audio Visual services Newspaper clipping

Laboratories

Pertaining to the need of every subject in science, we have well equipped state-of the art infrastructure laboratories placed on the entire third floor in the college main building.

Research Lab

An Inter Disciplinary well equipped research lab which caters the needs of projects related to Physics, Chemistry, Molecular biology, Nano-technology and Bio- Nano technology.

Auditorium

Main building of college has air conditioned Auditorium & LCD projector facility with total capacity of 250, where students can perceive audio-visuals, attend & conduct seminar, workshops etc.

e-class

e-class facility is available for students for in-depth understanding of the subject.

Botanical Garden

We have a botanical garden in our college premises where we are nurturing economical, endangered, exotic and ornamental plants.

Canteen

We have clean, hygienic cafeteria in our college premises where students are served with nutritional diet at affordable price.

Play Ground & Gymkhana

We have a playground area of 1.5 acre in the college premises for outdoor games. We have well developed Gymkhana with modern equipments to make students fit and healthy, for it is said "A healthy body develops a healthy mind" The college has a well-trained physical director who trains students for various sports competition at collegiate, Inter-collegiate and University level.

FEES STRUCTURE FOR THE ACADEMIC YEAR 2018-19

Sr. No.	COURSE	FEES AMOUNT (₹)		
		First Year	Second Year	Third Year
1	B.A.	7970	7350	7530
2	B. Com	7970	7350	7530
3	B.Com (Accounting & Finance)	18745	18125	17925
4	B. M.S	18445	17425	17625
5	B.Com (Banking & Insurance)	19745	17725	17925
6	B.Sc.	6970	5950	6130
7	B.Sc. (Microbiology)	12170	11150	11330
8	B.Sc. (Information Technology)	24256	23936	26036
9	B.Sc. (Computer Science)	28750	30180	32380

Note :

- Fees Structure is subject to Change as per University of Mumbai / State Government by time to time.
- Enrolment Fees only at the time of entry.
- Industrial Fees for IT & CS Students whenever applicable.\
- Students of S.I.C.E.S Junior College enrolling for degree courses will be given concession in fees.

REFUND OF FEES

Degree College (Subject to revision from time to time) Ordinance relating to the refund of all the fees shall be applicable to all the faculties O. 2859: Refund of Tuition, Development and all other fees after cancellation of admissions: The candidates who have taken admission in under graduate courses in Govt. colleges, in Govt. aided and aided courses conducted by affiliated colleges, and recognized Institutions may request for refund of fees after applying in writing for cancellation of their admission to the course. The refund of fees as applicable shall be made on or before 30th day after the date of cancellation and thereafter. The percentage of fee for the course shall be refunded to the candidate after deducting charges as follows:-

Table 1: Fees Deduction on cancellation of admission

	Period	Percentage of Deduction Charges
(i)	Prior to Commencement of Academic	Rs. 500/- Lump sum Term and Instruction of the Course
(ii)	Upto 20 days after the Commencement	20% of the Total Amount of Fees of Academic Term of the Course.
(iii)	From 21st day upto 50 days after the	30% of the Total Amount of Fees Commencement of Academic Term of the Course
(iv)	From 51st day upto 80 days after the	50% of the Total Amount of Fees commencement of academic term of the course or August 31st whichever is earlier.
(v)	From September 1st to September 30th	60% of the Total Amount of Fees.
(vi)	After September 30th	100% of the Total Amount of Fees.

NOTE : *The total amount considered for the refund of fees from the commencement of academic term of the 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 Enrollment fee) are nonrefundable if payment is made by the college prior to the date of cancellation.
3. Fee collected for Identity card and Library card, admission form and prospectus, enrollment and any other course specific fee **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.

Provided that wherever admissions are made through centralized admission process for professional and/or for any other courses by other competent Authorities, the Refund Rules are applicable if specified by such authorities (as per the rules of relevant agencies) for the 1st year admission. In case of admission to subsequent years of the course, O.2859 is applicable for cancellation of admission.

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

Further that O.2859-A & O.2859-B have been replaced and the amended O.2859 relating to the refund of Tuition Fees, Development and all other fees after cancellation of admission for the Under Graduate Courses has been brought into force with effect from the academic year 2009-2010.

Dates for Refund of Deposits (Self Financing Courses): -

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

SCHOLARSHIP / FREESHIPS

1. TUITION EXAM FEE [FREESHIP]

Department: Tribal Development Department **Website:** www.tribl.maharashtra.gov.in

Overview: This is state sponsored scheme. Applicant whose parent income limit are more than 2.5 lakhs can apply for the scheme. Only applicant tuition fee and exam fee is reimbursed

Benefits: Tuition Fee and Exam Fees As per approved college fee structure

Eligibility: Applicable for ST only

* Family annual income limit is RS. > 2, 50, 000

Renewal Policy: The student has to pass the previous year examination.

* If student fails in any year then he is not paid the scholarship for that particular year.

* The College clerk has to apply for renewal on behalf.

Documents Required

Caste certificate issued by Competent authority

* Domicile certificate of Maharashtra

* College admission receipt

* Caste Validity Certificate

2. POST MATRIC GOVERNMENT OF INDIA SCHOLARSHIP

Department : Tribal Development Department

Website:-www.tribl.maharashtra.gov.in

Overview: Scheme of Post Matric scholarships to the students belonging to Scheduled Tribes for studies in India

Eligibility: Applicable for ST only

* If Family Income \leq 2,50,000 he / she will get the scholarship

Documents Required

Caste certificate issued by competent authority.

* Domicile certificate of Maharashtra.

* College admission receipt.

* Caste Validity Certificate

3. GOVERNMENT OF INDIA POST-MATRIC SCHOLARSHIP

Department : Social Justice & Special Assistance

Overview : In order to reduce the dropout ratio and encourage the Backward Class Students to undergo Post-Matric Courses, the Government of India has introduced a scheme known as the Government of India Post-Matric Scholarship to Scheduled Caste students.

Benefits : For SC-Under this scheme the eligible Scheduled Caste students including Nav Buddha students are paid maintenance allowance ranging from Rs. 230 p.m. to Rs.550 p.m. for boys and girls (day scholar) Rs. 380 p.m. to Rs. 1200 p.m. for boys and girls (Hostellers).

* Students are paid full tuition fee, exam fee and other fee except OBC where 50% of the fees are reimbursed to the students.

* For OBC-Maintenance allowance of Rs. 90 to Rs. 190 Per Month for day scholar and Rs. 150 to Rs. 425 per month for Hostellers.

* For SBC-Maintenance allowance of Rs. 90 to Rs. 190 Per Month for day scholar and Rs. 150 to Rs. 425 per month for Hostellers.

* For VJNT-Maintenance allowance of Rs. 90 to Rs. 190 Per Month for day scholar and Rs. 150 to Rs. 425 per month for Hostellers.

Eligibility: For SC-The parents/Guardian annual income upto Rs. 2.00 Lakhs limit for full scholarship.

- * Student should be studying above 10th standard
- * For OBC-The parents/Guardians annual income should not exceed Rs.1.00 lakh. The parents/Guardians whose annual income is above 1.00 lakh and upto 6 lakh can get free ship. (Educational fee, Examination fee & other fees only).
- * For SBC-The parents/Guardians annual income should not exceed Rs.1.00 lakh. The parents/Guardians whose annual income is above 1.00 lakh and upto 6 lakh can get free ship.(Educational fee, Examination fee & other fees only).
- * For VJNT-The parents/Guardians annual income should not exceed Rs.1.00 lakh. The parents/Guardians whose annual income is above 1.00 lakh and upto 6 lakh can get free ship.(Educational fee, Examination fee & other fees only).
- * Student should be resident of Maharashtra.
- * Students engaged in full time employment are not eligible.
- * Repeaters are not eligible for that standard.
Renewal Policy: none
- * Students should have passed the previous year's examination.

Documents Required

- * Caste Certificate
- * Aadhar Card
- * Parent's Income Certificate/Proof
- * Bank Passbook Xerox
- * Caste Validity Certificate (only in case of Professional courses)
- * Mark sheet for SSC or HSC
- * Mark sheet for last appeared examination
- * Domicile Certificate
- * Caste certificate issued by Competent authority
- * Domicile certificate of Maharashtra
- * College admission receipt
- * Caste Validity Certificate

4. POST-MATRIC TUITION FEE AND EXAMINATION FEE

Department: Social Justice & Special Assistance

Overview: In order to reduce the dropout ratio and to encourage the Schedule Caste Students to undergo Post-Matric Courses, the Government of India has introduced a scheme known as the Government of India Post-Matric Freeship to Scheduled Castes students.

Benefits: For SC-Tuition fees, exam fees and other prescribed fees which are compulsorily payable by the post-matric students to the institutions are also covered under the scheme.

- * For OBC-All types of compulsory fees such as Tuition fees, Exam. Fees& other admissible fees will be 100% reimbursed to the concern college/institution. 50% of Tuition fees as decided by Education Fees Committee will be allowed to professional courses of Govt. approved Non-granted and permanently Non granted colleges.
- * For VJNT-All types of compulsory fees such as Tuition fees, Exam. Fees& other admissible fees will be 100% reimbursed to the concern college/institution. 50% of Tuition fees as decided by Education Fees Committee will be allowed to professional courses of Govt. approved Non granted and permanently Non granted colleges.

- * For SBC-All types of compulsory fees such as Tuition fees, Exam. Fees & other admissible fees will be 100% reimbursed to the concern college/institution. 50% of Tuition fees as decided by Education Fees Committee will be allowed to professional courses of Govt. approved Non granted and permanently Non granted colleges.

Eligibility: For SC-Income shall be above 2 lakhs

- * Student should be resident of Maharashtra
- * Student should be taking post matric education.
- * For OBC-parents income limit is in between 1.00 lakh to 8.00
- * For SBC-parents income limit is in between 1.00 lakh to 8.00
- * For VJNT-parents income limit is in between 1.00 lakh to 8.00

Renewal Policy: none

- * The student has to pass the previous year examination

Documents Required

- * Caste Certificate
- * Aadhar Card
- * Parent's Income Certificate/Proof
- * Bank Passbook Xerox
- * Caste Validity Certificate (only in case of Professional courses)
- * Mark sheet for SSC or HSC
- * CAP round allotment letter (For professional courses)
- * Domicile Certificate
- * Mark sheet for last appeared examination
- * Caste certificate issued by Competent authority
- * Domicile certificate of Maharashtra
- * College admission receipt.
- * Caste Validity Certificate

5. SCHOLARSHIP TO MERITORIOUS STUDENTS POSSESSING MATHEMATICS / PHYSICS

Department : : Higher and Technical Education

Website: - www.dhepune.gov.in

Overview: Sanction Set-100 (Maths 50 and Physics 50).

1. Students admitted for science graduation and having maths or physics as a main subject are eligible to apply this scholarship.
2. For Fresh - Candidate must secure 60 Percentage in 12th standard.
3. He is not awarded any other scholarship of State & Central Government.
4. Candidate must be resident of Maharashtra State.
5. New sanction process done through DHE office and Renewal sanction process done through joint director office of concern colleges. Selection of Candidates is on Merit basis.

Benefits: For Fresher - Rs. 1000 is disbursed to candidate (As per Rs. 100 per month) on March.

- * For Renewal - Rs. 1200 is disbursed to candidate (As per Rs. 100 per month) on march.
- * Scholarship amount disbursed through regional Joint Director Office to colleges and colleges disbursed to students.

Eligibility:

- * Need to get at least 60% in science exam and 60% in Math & Physics.
- * Is expected to be recommended by the related University.
- * Renewal Policy: For renewal, previous year scholarship should be sanctioned.
- * The candidate should be promoted to next class.
- * Student has secured a minimum of 60% marks in previous year exam.

Documents Required

12th Pass Mark sheet

6. CENTRAL SECTOR SCHOLARSHIP

Department: Higher and Technical Education

Overview: - The detail information regarding scholarship, specimen forms, how to apply and eligibility criteria and time and date of the submission of application form by student through college / institution / University are available on website <http://.dhepune.gov.in>

Note: - The student must follow these rules strictly. Incomplete form will not be accepted under any circumstances.

As per ordinance No.119 student who do not have a minimum 75% attendance will not be eligible for any kind of Freeship & Scholarship.

Students are also informed to contact office authorities on regular basis for enquiry on any change, amendments and launch of new Freeship and Scholarship schemes.

Students Accidental Insurance Benefit Scheme:

The Scheme will cover the following three contingencies in case of Accidents. This scheme can be covered 24 hours hospitalization, due to accident cause only, no natural death and sickness covered.

A. 100% coverage in case of sad demise of the insured.

B. 100% coverage for permanent disability (Disability means loss of limbs, loss of eye sight or sense of hearing or paralysis).

C. 100% coverage for hospitalization expenses arising out of accidents which includes cost of Medicines as well as expenses for Doctor fees.

Accidents death includes Rail/Road/Air Accidents injury due to any violent collision. Fall injury due to Fire, Explosion, Snakebite, Frostbite, Burn Injury, Drowning, Poisoning, N a t u r a l Calamity, Riots but it will not include suicide or attempt to suicide. These are only illustrative and not an exhaustive list of types of accidents.

Lateral Transfer from Self Financing Courses to B.Com.

In case of lateral transfer from Self Financing Courses to B.Com. Courses like BMS and BAF the credits awarded to a successful student at Semester I and Semester II of these courses is 42 i.e. 21+21. Similarly in case of BBI and BFM the credits awarded are 36 i.e. 18+18. Whereas in case of B.Com, 40 credits are awarded to a successful student at Semester I & Semester II taken together i.e 20 + 20.

- i. In case of learner who has successfully completed FYBMS/FYBAF and is admitted to the Second year of the regular B.Com. Course i.e. S.Y.B.Com., the learner should undertake the study and the examinations for all the subjects at the S.Y. and TY. The passing criterion and admission criterion to higher classes shall be applicable to such candidate. However while preparing the grade card for SY the performance of such a learner at FC course in Semester III or IV whichever is lower should not be included in the final grade sheet.
- ii. In case of a learner moves from FYBMS to SYBAF or from FYBAF to SYBMS the credits and grade are carried forward.
- iii. In case of a learner who has failed in one / more courses at FYBMS/FYBAF and is admitted to the Second year of the regular B.Com. Program or is admitted to SYBMS / SYBAF after studying FYBAF/FYBMS respectively will have to pass the subject(s)/course(s) failed at the BMS/BAF program under the parent program from the parent college only.
- iv. In case of a learner who successfully completes First year of the B.B.I./B.F.M. program and is admitted to the Second year of the regular B.Com. Program, the learner should study the FC paper I of First Year at Semester I and at Semester II which carry two credits each, pass the courses and earn these 4 additional credits which are required to earn a total of 40 credits as done by a FYBCOM learner. The learner can earn the credits before the result of the learner for Sem. VI is declared failing which the result may be kept in abeyance. In case of a learner who has failed in one / more courses at

FYBBI/FYBFM and is admitted to the Second year of the regular B.Com. program or is admitted to SYBBI / SYBFM after studying FYBFM/FYBBI respectively will have to pass the subject(s)/course(s) failed at the BBI/BFM program under the parent program from the parent college only. Guidelines will be applicable as per University new circular.

CHANGE OF COLLEGE

No student will be permitted to change the college during the course of the year without prior permission of the Principal in writing.

COLLEGE ACADEMIC CALENDAR FOR A.Y. 2018-19

Sr no.	Month	Activities
1	June-2018	<ul style="list-style-type: none"> a. College reopens & Commencement of First Term b. Admission Procedure & Counseling session for students c. Staff Meeting for first term with Principal Sir d. Preparation of departmental & class wise timetable e. Appointment of class teachers, Co-ordinators, IODs & HODs f. Lectures for SY & TY classes as per timetable
2	July- 2018	<ul style="list-style-type: none"> a. Induction Program for First Year classes b. Commencement of Lectures for FY c. Lectures and Practicals(wherever applicable) for SY & TY as per timetable d. Inauguration of Arts, Commerce, Science & other Associations framed for the A.Y. 2018 -19
3	August-2018	<ul style="list-style-type: none"> a. Lectures and Practicals(wherever applicable) as per timetable for FY, SY & TY b. Departmental activities
4	September-2018	<ul style="list-style-type: none"> a. To take review of FY,SY,TY Syllabus completion for all courses in first term b. Lectures and Practicals(wherever applicable) as per timetable for FY, SY & TY c. Semester wise internal examination (wherever applicable) d. First Term PTA meeting
5	October- 2018	<ul style="list-style-type: none"> a. Practical examination of Sem I,III for all courses in science faculty college exam timetable b. Practical examination of Sem V for all courses in science faculty as per university exam timetable c. University theory examination(Regular) of Sem V for all courses as per university exam timetable d. University theory examination(ATKT) of Sem II,IV,& VI for all courses as per university exam timetable e. College and University assessment work f. End of First Term
6	November-2018	<ul style="list-style-type: none"> a. Commencement of Second Term b. College and University assessment work c. University theory examination(Regular) of Sem I,III for all courses as per university exam timetable d. Lectures and Practicals(wherever applicable) as per timetable for FY, SY & TY
7	December-2018	<ul style="list-style-type: none"> a. Lectures and Practicals(wherever applicable) as per the timetable for FY, SY & TY b. Preparation of Sem I & Sem III results c. Cultural Events, College Annual Fest, Sports week, Science Exhibition & various Departmental activities d. Industrial Visit for Self- financing courses

8	January-2019	a. Lectures and Practicals(wherever applicable) as per the timetable for FY, SY & TY b. Departmental activities
9	February-2019	a. Lectures and Practicals(wherever applicable) as per the timetable for FY, SY & TY b. To take review of FY,SY, TY Syllabus completion for all courses in second term c. Semester wise internal examination (wherever applicable) d. Second Term PTA meeting
10	March-2019	a. Lectures and Practicals(wherever applicable) as per the timetable for FY, SY & TY b. Practical examination of Sem II,IV for all courses in science faculty as per college exam timetable c. Practical examination of Sem VI for all courses in science faculty as per university exam timetable d. University theory examination(ATKT) of Sem I,III,& V for all courses as per university timetable
11	April-2019	a. University theory examination(Regular) of Sem II,IV,& VI for all courses as per university timetable b. College and University assessment work
12.	May 2019	a. Declaration of results for College Examinations b. End of Second Term

- Note:** 1. Regular Lectures & Practicals for all classes will be as per subject timetable.
2. College Academic Calendar is tentative and is subject to change as per University Calendar.

ARRANGEMENT OF TERMS FOR A.Y.2018-19

Sr No.	Description	Duration
1.	First Term	18 th June 2018 to 5 th November 2018
2.	Mid-Term Break	13 th September 2018 to 17 th September 2018
3.	Second Term	26 th November 2018 to 4 th May 2019
4.	Winter Break	26 th December 2018 to 1 st January 2019

Rules for Choice Based Credit Grading System (CBCGS) (F.Y. / S.Y. /T.Y. - B.A./B.Com /B .Sc Semester I/II/III/IV/V/VI)

Examinations are held by the affiliated colleges on behalf of University of Mumbai. Introduction of 10 point credit system for F.Y. classes came into effect from June 2016-17. CBSGS for S.Y. Classes came in to effect from A.Y. 2017-18 and for T.Y. classes from A.Y. 2018-19. Course wise credits required to complete the Semester are:

Faculty	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total Credits
Bachelor of Science (B. Sc)	20	20	20	20	20	20	120
Bachelor of Information Technology (B.Sc.I.T.)	20	20	20	20	20	20	120
Bachelor Computer Science (B.Sc. C.S.)	20	20	20	20	20	20	120
Bachelor of Commerce (B.Com)	20	20	20	20	20	20	120
Bachelor of Arts (B.A.)	15	15	22	22	22	24	120
Bachelor of Management Studies (B.M.S)	20	20	20	20	20	20	120
B.Com. (Accounting & Finance)(B.A.F)	20	20	20	20	20	20	120
B.Com. (Banking & Insurance) (B.B.I)	20	20	20	20	20	20	120

For B.M.S, B.A.F, B.B.I, B.Sc.I.T. & B.Sc.C.S:

The performance of the learners shall be evaluated in two components:

1. Internal Assessment: 25% marks by way of continuous evaluation.
2. Semester End Exam: 75% marks by way of conducting the theory examination.

Standard of Passing

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment & Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 30 Out of 75) separately, to pass the course and minimum of Grade E in each project wherever applicable to pass a particular semester. A learner will be said to have passed the course if the learner passes the Internal Assessment & Semester End Examination together.

For B.Sc., B.Com. & B.A.: The performance of the learners shall be evaluated 100% by way of conducting the Semester End theory examination.

Standard of Passing

The learners to pass a course shall have to obtain a minimum of 40% marks for each course.

As per University Circular no. UGC/61 OF 2015 Additional Examinations for all courses is cancelled from Academic Year 2015-16.

Re-Exams will be conducted on medical grounds/ participation in sports/ cultural/ NCC Camps/ coaching camps for sports & cultural activities etc. as per R. 8439.

A.T.K.T. EXAMINATIONS WHICH WILL BE CONDUCTED ONLY IN THE MONTH OF OCTOBER & APRIL OF EVERY ACADEMIC YEAR FOR ALL SEMESTERS i.e. I, II, III & IV.

Criteria for Internal Assessment:

Eligibility norms to appear for the additional class test or assignment or project for the learners who remained absent.

- a) The Learner must apply to the Head of the Institution giving the reason(s) for absence within 8 days from the conduct of the examination along with the necessary documents and testimonials.
- b) If the Learner is absent for participation in intercollegiate event, state or national or international level event, training camp or coaching camp organized by authorized University or State or National or International bodies, NSS, NCC event /camp/Cultural Activities / Sports Activities/Research Festival or any other activity authenticated by the Head of Institution, The head of the institution shall generally grant permission to the Learner to appear for additional class test or assignment
- c) The Head of the Institution on scrutiny of the documents and testimonial may grant the permission to the learner to appear for the Additional Examination.
- d) It is not a right of learner who has failed or has remain absent to appear for the additional examination without fulfilling the norms prescribed by the Head of the Institution/ Department/ Principal of the College.

R.8438 Rules for ATKT : Arts and Commerce:

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

OR

- i) learner who fails in not more than four courses of Semester-I and Semester-II taken together, with not more than TWO courses at each of Semester I & II.
- ii) A learner shall be allowed to keep terms for Semester IV irrespective of number of Courses of failure in Semester III.
- iii) A learner shall be allowed to keep terms for Semester V, If he/she passes semester I, semester II, semester III and Semester IV

OR

A learner shall Pass Semester I and Semester II and fails in not more than FOUR Courses of Semester III and Semester IV taken together with not more than TWO courses at each of Semester III and Semester IV

- iv) A learner shall be allowed to keep the term for Semester VI irrespective of number of courses of failure in Semester V
- v) The Learner can appear for Semester VI Examination (subject to d and e above) but the result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, II, III, IV & V.

Amended R. 8438 - Eligibility for Admission to all the Under Graduate Programs (aided and non-aided) in the Faculties of Arts and Commerce under Credit Based Semester and Grading System Eligibility criteria for a learner, to be admitted in Semester V (Third year) of UG programs (aided and non-aided) in Faculties of Arts and Commerce is amended as follows:

- a) Shall have passed I, II, III and IV in full

OR

- b) Shall have passed Semester I and II in full and secured ATKT in the Second Year by failing in not more than 2 Courses in each of Semester III and Semester IV

OR

- c) Shall have secured ATKT in First year by failing in not more than TWO courses in each of Semester I and Semester II and have passed Semester III and Semester IV in full.

R.8438 Rules for ATKT :Science

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

OR

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

He/She fails not more than three courses with not more than total 200 marks in each of Semester I and Semester II (For all subjects carrying less than 900 marks)

- iii) A learner shall be allowed to keep terms for Semester IV irrespective grades obtained in each courses of Semester III

Amended R. 8438 -Eligibility for Admission to all the Under Graduate Programs (Aided and non-Aided) in the Faculties of Science under Credit Based Semester and Grading System

- i) Learner shall have passed Semester I, II, III and IV in full. OR

Learner shall have passed Semester I and II in full and secured ATKT in Second Year by failing in For Programs with 900 and above marks in not more than THREE Courses in each of Semester III and IV. For Programs with less than 900 marks in not more than THREE Courses with not more than total 200 marks in each of Semester III and IV.

OR

Learner shall have passed Semester III and Semester IV in full and secured ATKT in first year by failing in For Programs with 900 and above marks in not more than THREE Courses in each of Semester I and II. For Programs with less than 900 marks in not more than THREE Courses with not more than total 200 marks in each Semester I and II.

Rules and Procedure for (Revaluation) providing Photo/Xerox copy/ies of assessed answer-book/s:

- 1) Applying for Photo/Xerox copy of the Answer book and applying for revaluation will be 2 independent processes.
- 2) Applying for the Photo/Xerox copy of the answer book or having Photo/Xerox copy of the answer book shall not be a pre-requisite for applying for revaluation of the answer book in the said subject
- 3) The student can independently apply for revaluation OR Photo/Xerox or Both simultaneously.
- 4) If the examinee is not satisfied with marks awarded, he/she may independently apply for revaluation in prescribed form within the period and in the manner prescribed whether or not he/she has applied for Photo/Xerox copy/ies of the same.
- 5) The revaluation Facility shall be for theory papers only.
- 6) The revaluation of answer book shall not be permitted in respect of the marks awarded to the scripts of practical examination / term work / seasonal work / project work / dissertation / internal assessment / term work (including theory part) and in viva voce / oral / practical examination.

- 7) A candidate can apply for the revaluation of the answer book of the subject only if he/she has secured at least 20% of the total marks in that subject or 40% of the marks required for passing in the said subject, whichever is less or the grade equivalent to the above criteria where grades are assigned to the theory paper.
- 8) The prescribed application form for revaluation of answer book can be obtained from the College office during working hours.
- 9) For re-evaluation: The non-refundable prescribed fees of Rs. 310/- (for Open) & Rs. 160/- (for reserved) per subject per answer book for the purpose of revaluation shall be paid by the examinee.
- 10) For Photo/Xerox copy: The non-refundable prescribed fees of Rs. 50/- (for Open) & Rs. 25/- (for reserved) per subject per answer book for the purpose of revaluation shall be paid by the examinee.
- 11) The prescribed application form for revaluation of answer books duly filled in and signed by the applicant /examinee only is to be submitted along with the statement of marks, prescribed fees as above and question paper/s for which he/she intends to apply for revaluation with SEVEN (07) working days from date of declaration of the results of the respective examination or from the date on which the statement of marks whichever is later. Incomplete form and form not accompanied by relevant documents may be rejected without assigning any reason whatsoever.

Under ordinance No. 119,120, 125 of the University of Mumbai, a learner is required to attend minimum 75% of the lectures in each subject and concerned practical during the academic year, failing which he/she shall render himself/herself liable for cancellation of term, and be debarred from appearing in final examinations. failing which he/she shall render himself/herself liable for cancellation of term, and be debarred from appearing in final examinations

As per Circular No 4077 of 2008 of the University of Mumbai, Visually and Partially Visually Impaired Students, Physically Challenged Students and Students affected by Cerebral Palsy are permitted a Writer for their examinations, and will also be provided Extra Time for completion of their papers.

As per the University of Mumbai Circular No CERT/CONV/1058 of 2008, students who “intend to apply for duplicate copies of their statements of marks, certificates of passing, degree certificates as well as special certificates have to produce an affidavit on a Non Judicial Stamp Paper of Rs 50/- made in that behalf before the Metropolitan Magistrate or a Notary appointed by the Government to that effect, the Reason for issue of the duplicate copy of the aforesaid documents mentioning therein so also, the First Information Report(FIR) registered in the Police Station for the reasons what so ever, i.e. Loss, Damage of the same etc to check the misuse of the aforesaid documents. On completion of these formalities and payment of necessary fees, the required duplicate certificates will be issued to the concerned students”.

R. 8668 Scaling Down the Marks Obtained by the Learner at the Internal Examination as Compared to the Marks Obtained by the Learner in the Semester End Theory Examination in the Course Concerned Introduced with effect from 2013-14 and is applicable for all semesters of all programs (aided and non-aided) of UG and PG for Credit Based Semester and Grading System under Faculties of Arts, Science and Commerce

- a. Concept of scaling shall be applicable only for the marks obtained by the learners at all the individual courses.
- b. Marks obtained by the learner at the Internal Assessment and Semester End Examinations should be converted to the percentage marks course wise.
- c. Concept of scaling shall be applicable only in cases where the marks obtained by the learner in the Internal Assessment and Semester End Assessment Examinations differ by more than 20% in the course concerned i.e. percentage marks of the learner at a course in the Internal Assessment is 20% more than the percentage of marks scored by the learner concerned in the Semester End Examination in the course concerned.

- d. Learner at the course concerned in the Internal Assessment should be scaled down to 20% plus the percentage score of the learner at the Semester End Examination.
- e. The concept of scaling shall be applicable only in course/s where the learner has passed the course. In case if a learner fails in one or more courses at an attempt then the concept of scaling shall be applied to the courses that the learner has passed at the attempt concerned and for the remaining courses where the learner has failed, the concept of scaling will be applicable as and when the learner passes the course or earns the credit for the course.
- f. The scaled marks can thus be used to calculate the Credits, Grades, Credit points earned by the learner can then be used to calculate the GPA, SGPA and CGPA.
- g. Concept of scaling shall not be applicable where the percentage of the marks scored by the learner at the Semester End Examination is more than the percentage marks scored by the learner in the Internal Assessment at the course concerned. One of the reasons for the learner scoring low marks at the Internal Assessment could be nonappearance for one of the components of the Internal Assessment.

Letter Grades And Their Equivalent Grade Points			
Percentage of Marks Obtained	Grade Point	Grade	Performance
80.00 & Above	10	O	Outstanding
70.00 - 79.99	9	A+	Excellent
60.00 - 69.99	8	A	Very Good
55.00 - 59.99	7	B+	Good
50.00 - 54.99	6	B	Above Average
45.00 - 49.99	5	C	Average
40.00 - 44.99	4	D	Pass
Less than 40.00	0	F	Fail
SGPI - Semester Grade Performance Index			
TH - Theory, PR- Practical, IA - Internal Assessment			

Symbols	Description
F	Head of Failure
----	Not Applicable
Ab	Absent
/	Female
@	0.5403
#	0.229
\$	Carried forward Grade of the head

BROAD CATEGORIES OF UNFAIR MEANS & PENALTY THEREOF:

The students should refrain from adopting unfair means during College/ University Examinations, as it leads to debarring culprit student from 1 to 5 additional examinations if they adopt any unfair means. Broad Categories of Unfair Means Resorted to by Students at the University/ College / Institution Examinations and the Quantum of Punishment for each Category thereof:

Sr. No.	Nature of Malpractice	Quantum of Punishment
1.	Possession of copying material	Annulment of the performance of the student at the University / College / Institution examination in full. *(Note:- This quantum of punishment shall apply also to the following categories of malpractice at Sr. No. (2) to Sr. No. (12) in addition to the punishment prescribed there at.
2.	Actual copying from the copying material	Exclusion of the student from University or College or Institution examination for one additional examination.
3.	Possession of another student's answer-book	Exclusion of the student from University or Institution examination for one Additional examination.(BOTH THE STUDENTS)
4.	Possession of another student's answer-book +actual evidence of copying there from	Exclusion of the student from University or College or Institution examination for two Additional examinations (BOTH THE STUDENTS.)
5.	Mutual/Mass copying	Exclusion of the student from University or College or Institution examination for two additional examinations
6.	(i) Smuggling out or smuggling in of answer book as copying material. (ii) Smuggling in of written answer-book based on the question paper set at the examinations. (iii) Smuggling - in of written answer book and forging signature of the Jr. Supervisor thereon.	Exclusion of the student from University or College or Institution exam for two additional Examination. Exclusion of the student from University or College or Institution Examination for three additional examinations. Exclusion the student from University or College or Institution examination for four additional Examination.
7.	Attempt to forge the signature of Jr. Supervisor on the answer book or the additional supplement.	Exclusion of the student from University or college or Institution examination for four examinations.
8.	Interfering with or counterfeiting of University /College / Institution seal, or Answer books or office stationery used in the examinations.	Exclusion of the student from University or College or Institution examination for four additional examinations.

Sr. No.	Nature of Malpractice	Quantum of Punishment
9.	Answer book, main or supplement written outside the examination hall or any other insertion in answer book	Exclusion of the student from University or College or Institution examination for Four additional examinations
10.	Insertion of currency notes/to bribe or College attempting to bribe any of the person/ connected with the conduct of examination credited	Exclusion of the student from University or or Institution examination for four additional examinations. (Note:- This money shall be to the Vice Chancellor's Fund)
11.	Using obscene language / violence threat at the examination centre by a student at the University/ College / Institution examination to Jr. / Sr. Supervisors / Chief Conductor or examiners.	Exclusion of the student from University or College or Institution examination for Five additional examinations. (both the students if impersonator is University or College or Institution student).
12.	(a) Impersonation at the University / College / Institution examination. (b) Impersonation at the University / College / Institute student at S. S. C. / H. S. C. any other examinations	Exclusion of the impersonator from University or College or Institution examination for five Additional examinations. Annulment of the performance of the Student at the University or College or Institution examination in full.
13.	Revealing identity in any form in the answer written or in any other part of the answer book by the student at the University or College or Institution Examination.	Annulment of the performance of the student at the University or College or Institution Examination in full.
14.	Found having written on palms or on the body, or on the clothes while in the Examination.	Annulment of the performance of the student at the University or College or Institution Examination in full.
15.	All other malpractices not covered in the aforesaid categories.	Annulment of the performance of the student at the University or College or Institution examination in full, and severe punishment depending upon the gravity of the offence.

- a) If on previous occasion a disciplinary action was taken against a student for malpractice used at examination and he / she is caught again for malpractices used at the examinations, in this event he / she shall be dealt with severely. Enhanced punishment can be imposed on such students. This enhanced punishment may extend to double the punishment provided for the offence, when committed at the second or subsequent examination.
- b) Practical / Dissertation / Project Report Examination.: Student involved in malpractices at Practical / Dissertation / Project Report Examinations shall be dealt with as per the punishment provided for the theory examination.
- c) The competent authority, in addition to above mentioned punishments, may impose a fine on the student declared guilty.

**** (Note: The term "Annulment of Performance in Full." includes performance of the student at the theory as well as Annual Practical Examination, but does not include performance at term work, project work with its term work, oral or practical & dissertation examinations unless malpracticed).***

CO - CURRICULAR ACTIVITIES

1) NATIONAL SERVICE SCHEME (N.S.S.)

College has a very active National Service Scheme unit working with full enthusiasm. NSS is a two year programme. In every academic year 100 students are admitted in NSS. The objective of the NSS is “To develop the personality of students through community service”. The programme inculcates leadership qualities, spirit of service to society, initiation and dedication to social cause. A student enrolled in NSS has to work for continuous two years and is expected to put in at least 120 hours of social service in each of the academic years. The enrolled NSS volunteer is also expected to participate in at least one 07 days special camp during his enrollment in NSS of two years. As per circular No. UG/112 of 2015, Ordinance 0.229 a student completing 120 hrs of NSS for a year will be eligible for the award of 10 marks grace in addition to the marks secured in each head of passing. Also in case of failure in one or more heads of passing (Subjects) benefit of 10 marks shall be granted to the extent of 5% of the maximum marks allotted to the subject. This additional 10 marks grace will be granted for the purpose of enabling the student for the award of first class or distinction. Whereas in case of credit base grading system (CBGS) the 0.1 will be added in the GPA even if benefit is given to the student for passing the subject/s.

2) NATIONAL CADET CORPS (N.C.C.)

College has submitted a proposal to start N.C.C. unit for boys & girls from the area ARMY, NAVY & AIRWING in S.I.C.E.S. College from academic year 2011-12 .The permission is awaited. Students who are interested in enrolling in N.C.C. should submit an application giving details such as class, division & Roll. No. in General Office.

3) CAREER COUNSELING AND PLACEMENT CELL

The Career Guidance and Placement Cell of the College is dynamic body functioning to provide whole some development to the students. The cell works under the guidance of placement committee who are supported by student representatives.

The Principal and all faculty members extend their whole hearted support to the functioning of the unit. The Placement cell operates year around to facilitate contacts between the companies and the students. Students are adequately trained in preparing resumes, handling group discussions and attending personal interviews. Mock tests of students are conducted by committee for post like P.O, Bank clerks etc.

This facilitates in choosing out a right career path and equipping them for an effective job search. The College has State-of-the-art facilities for conducting seminars and workshops.

4) WOMEN'S DEVELOPMENT CELL (WDC) / WOMEN'S EMPOWERMENT CELL (WEC)

As per the guidelines laid by Hon'ble Supreme Court of India & University of Mumbai Circulars, the College has established a Women's Development Cell / **Women's empowerment cell** which has been functioning for four years now, to generate gender awareness and sensitivity among the students and the faculty. WDC seeks to promote respect for female students & ladies staff members in the college, address issues that specifically pertain to women, identify problems of working women and try to resolve them in a well-negotiated manner.

5) COLLEGE MAGAZINE

The college magazine “NIRMITI” is published every year. It reflects the entire set up of the college, its working during the year, and the progress made in different avenues. It contains articles on literary, academic and topical subjects. Besides, it also contains photographs of the activities of the college. The magazine is an almost completely in-house production, which is managed by the Magazine team comprising of students and teachers, who are involved in its production from the conceptualizing to the printing stages.

6) ASSOCIATIONS

The College has various Associations, namely Parent Teacher's Association, Alumni Association, Science Association, Commerce Association & Cultural association. These associations are introduced to develop the extra-mural activities of the students.

I. SCIENCE ASSOCIATION

The Science Association is actively working in our college from past 7 years. The aim of association is to inculcating a scientific temper amongst the students by providing an exposure through various activities. The association conducts many activities such as science exhibitions, seminar, science quiz competition, poster presentation and power point presentation competition etc. Through these activities, Science Association promotes research habits, cultivate scientific attitude in solving problems and create awareness about Mother Nature amongst the students.

II. COMMERCE ASSOCIATIONS

This association provides a platform to develop overall personality of the students and make them aware about the recent trends in business and trade and their challenges faced by the corporate world.

Keeping in view following are the objectives of association.

To inculcate decision making ability.

To build team spirit by giving chance to work in a team.

To encourage students to participate in extracurricular activities.

To impart practical approach towards corporate world.

To develop overall personality of the students.

To build self confidence and to overcome stage fear.

In regard to these basic motives the commerce association conducts various activities to build confidence and provide sufficient knowledge to students.

III. CULTURAL ASSOCIATION:

S.I.C.E.S Degree College Cultural Committee is the forum providing a platform for various cultural activities. The broad objectives are to identify, enhance and showcase talent in the fields of:

Dance

Drama

Music

Fashion

Literary Arts

Fine Arts and more.....

Students selected for University, State and National level competitions are trained under eminent trainers, directors and choreographers. Our Cultural Committee also conducts workshops to improve skills and also to update students with new trends and techniques in cultural activities.

These Associations cater to the development of scientific temperament and managerial skills of the students and to provide them with a vibrant intellectual and cultural environment. The various activities that are undertaken by these associations are cultural programs, Art exhibitions, Quiz Competitions, Industrial visits, Personality Development Programs and Career Guidance activities.

7) GRIEVANCE REDRESSAL CELL

Under the directives put forth by University of Mumbai for student's welfare, college has constituted Grievance Redressal Cell. This cell provides platform to Students, Teaching and Non-Teaching Staff of the college to seek redressal for their Grievances related to college and various activities carried out in the college, The Grievance is to be put forth in writing and submitted to the cell. College authorities are bound to look into the matter, investigate it and redress it within a stipulated time.

- 8) **PARENTS TEACHERS ASSOCIATION (PTA) :** It is a formal association in Educational institutions comprising of Parents, Teachers & staff that is intended to facilitate parent's participation in the college activities. PTA ensures an informal dialogue for total involvement & participation of parents at the college level. The focal aim is to engage Parents as Critical partners, who can actively contribute to the effective functioning of the college which reveals its progress
PTA's has grown significantly due to government initiatives to create general awareness about PTA, Parents, Teachers & College Management. Its purpose is to solve problems experienced by students and teachers in the college.

Objectives:

To establish a forum through which Parents can communicate their opinion & concerns regarding the College, to identify the issues & possibly work towards a solution.

To establish a forum through which Parents & teachers can exchange information & research in relation to education/welfare of children.

To support teachers & to work with them in delivering the curriculum.

- 9) **ALUMNI ASSOCIATION**

The college has established an Alumni Association in the academic year 2015-16 to encourage reunion with the alma mater & to facilitate their interaction with the newcomers. *Our Alumni is our Asset.* We maintain relationships with our ex-students forever through the association.

Alumni Association provides platform to our old students to interact with teachers & the newcomers. There are 2 or 3 formal meets on yearly basis.

Objectives:

To share their experience about College.

To discuss positive development of College.

To donate funds for Alumni Association for needy students.

To donate books for library.

Alumni play a vital role in improving standards of the College.

- 10) **STUDENT'S COUNCIL**

The college has established Student's Council in the academic year 2015-16 in accordance with the provision of University of Mumbai Act, 1994. The Principal is the chairman of the Council. Topper from each class is a member and one of the students among them is selected as the General Secretary.

STUDENT ACHIEVEMENTS FOR A.Y. 2017-18

Active Participation in “AVISHKAR 2017”: an Inter-University Research convention by our students.

Department of Microbiology

Project Title:

USE OF BIODEGRADABLE WASTES FOR COMPOST GENERATION: LAB -SCALE STUDY.

Department of Botany

Project Title:

INTRODUCTION OF A MODERN IDEA FOR FARMING BY AFFORDABLE MEANS.

Dept. of B.B.I

Project Title:

E-BANKING

Industrial Visit & Excursions

1. Excursion to **SCIENCE EXPRESS** in Mumbai for students was organized on 19th July, 2017.
2. An **INDUSTRIAL VISIT TO SILVASSA** for self-financing courses was organized on 27th Feb -28th Feb, 2018. Following Industries were visited:
Addzol (Oil India) pvt. Ltd, Man foods pvt.ltd
3. **STUDY TOUR AT COTTON INDUSTRY**, Murbad was organized for Science students.

ACHIEVEMENTS IN INTERCOLLEGIATE ACADEMIC & CULTURAL ACTIVITIES

1. Ms. Shweta Kharat Ms. Jyoti Gupta Mr. Avinash Singh	3rd Prize Oral Presentation	National Seminar in Somaiya College, Vidyavihar
2. Ms. Bharti Chalwadi	1st in solo singing	International Business School
3. Mr. Aniket Lodhi	2nd Prize in solo dance	National Institute of Industrial Engineering (NITIE)
4. Mr. Aniket Lodhi	1st Prize in solo dance	Universal Business School
5. Mr. Aniket Lodhi	2nd Prize in solo dance	Saket Institute of Management, Kalyan
6. Mr. Sanket Singh	2nd Prize in solo dance	Birla College, Kalyan

LIST OF DAYS CELEBRATED IN COLLEGE

MONTH	DATE	PROGRAMME
June	5 th June	World Environment Day
July	11 th July	World Population Day
August	10 th August	College Foundation Day
	12 th August	National Library Day
	15 th August	Independence Day
	20 th August	Sadbhavana Divas
September	5 th Sept.	Teachers Day
	16 th Sept.	World Ozone Day
	24 th Sept	NSS Day
October	2 nd Oct.	Gandhi Jayanti / Lal Bahadur Shastri Jayanti
November	26 th Nov	Constitution Day
December	1 st Dec.	World AIDS Day
	10 th Dec	World Human Rights Day
January	3 rd Jan	Krantijyoti Savitribai Phule Jayanti
	12 th Jan	National Youth Day
	26 th Jan	Republic Day
	30 th Jan	Martyr's Day
February	14 th Feb.	Parents Worship Day
	19 th Feb.	Shri.Chhatrapati Shivaji Maharaj Jayanti
	27 th Feb.	Marathi Rajyabhasha Divas
	28 th Feb.	National Science Day
March	8 th March	International Women's Day
April	11 th April	Krantisurya Mahatma Jyotiba Phule Jayanti
	14 th April	Dr. B. R. Ambedkar Jayanti
May	1 st May	Maharashtra Day

STATUTORY COMMITTEES OF THE COLLEGE

- 1) NAAC Committee
- 2) Examination Committee
- 3) Unfair means Enquiry Committee
- 4) NSS Committee
- 5) Student's Council
- 6) Anti-Ragging Committee
- 7) Grievance Redressal Committee
- 8) Academic monitoring Committee
- 9) Women Development Cell / Women Empowerment Cell
- 10) Career Counseling Cell
- 11) Parent Teachers Association
- 12) Purchase Committee
- 13) Library Committee
- 14) Staff Academic Committee
- 15) Sports Committee
- 16) Gymkhana Committee
- 17) Cultural Committee
- 18) Canteen Committee
- 19) Student Counseling Committee
- 20) Discipline Committee

FUTURE PLANS

- 1) Astronomy Club (*AKASH DARSHAN* - *with* watcher Telescope).
- 2) Nature Club.
- 3) Adventure Club.
- 4) Wi- Fi Campus.
- 5) P.G. Courses in Science and Commerce faculty.
- 6) P.G. Diploma Courses.
- 7) Certificate Courses.

DETAILS OF TEACHING STAFF**Dr. HARSHAL M. BACHHAV****(I/C PRINCIPAL)**

Sr. No.	Name of the Department	Name of the Staff	Designation
1	CHEMISTRY	Dr. Harshal M. Bachhav Mr. Sharad K. Awate Dr. Yogesh S. Shelar	Asst. Professor & H.O.D. Asst. Professor Asst. Professor
2	PHYSICS	Dr. Digamber M.Sapkal Mr. Vikas V. Deshmane Dr. Pravin G. Hudge	Asst. Professor & H.O.D. Asst. Professor Asst. Professor
3	MATHEMATICS	Dr. Vilas. S. Patil	Asst. Professor & I.O.D.
4	ZOOLOGY	Dr. Jyothi V. Mallia	Asst. Professor & I.O.D.
5	BOTANY	Dr. Alpa K. Patel	Asst. Professor & I.O.D.
6	MICROBIOLOGY	Ms. Shubhangi A. Rajguru Mrs. Shweta V. Humbarwadi Ms.Kirubha Pauldas	Asst. Professor & H.O.D. Asst. Professor Asst. Professor
7	Information Technology & Computer Science	Mr. Shrinivas N. Dudgal Mr. Jivan S. Rothe Mr. Deepu Thampi V.S. Ms. Akshata S. Kumbhar	Asst. Professor & H.O.D. (IT) Asst. Professor & H.O.D.(CS) Asst. Professor Asst. Professor
8	COMMERCE & SELF FINANCING	Mrs. Uma V.Tanwar Mrs. Rakhi V. Gulati Mrs. Shanti M. Mudaliar Mrs. Naira P. Bhatia Ms. Neelam D. Jaiswar Mrs. Aruna S. Kadam Mr. Santosh N. Rohra Mr. Vishal S. Shingare Mr. Mudassar M. Sayyed Mr. Jaikumar A. Rijhwani	Asst. Professor & H.O.D (COM.) Asst. Professor Asst. Professor Asst. Professor Asst. Professor Asst. Professor Asst. Professor Asst. Professor Asst. Professor Asst. Professor
9	LIBRARY	Dr. Sangharsh S. Gajbe	LIBRARIAN
10	SPORTS	Mr. U.G. Lokhande	I.O.D.

DETAILS OF NON-TEACHING STAFF

Sr. No.	Name of the Staff	Designation
1	Mr. Vijayraj S. Alzande	Senior Clerk
2	Mr. Rajiv R. Menon	Junior Clerk
3	Mr. Mohammed Zaid Shaikh	Lab. Assistant
4	Mr. Devdasan K.Cheeroth	House-Keeping Supervisor
5	Mr. DeviPrasad B. Alva	Lab. Attendant
6	Mr. Suryaji S. Telange	Lab. Attendant
7	Mr. Milind D. Bangar	Lab. Attendant
8	Mr. Sachin D.Talap	Lab. Attendant
9	Mr. Manohar P. Sachale	Lib. Attendant
10	Mr. Yogesh S. Suryavanshi	Lib. Attendant
11	Mr. Atul S. Musale	Peon
12	Mr. Narayanan Suprayan	Peon
13	Mr. Ranjit M. Dolas	Peon
14	Mrs. Anjana S. Paride	Peon
15	Mrs.Vanita shiva	Peon

CODE OF CONDUCT

1. Student should always carry their valid **College Identity Card** prominently displayed whenever in the college or representing the college in any other place. Students without I-card will not be allowed to enter the college premises. Identity card must be produced whenever demanded by any of the college staff.
2. During class hours, students should not roam around in the college premises or make noise. Silence should be maintained in classrooms, library, laboratories and corridors.
3. Though there is no dress code, all students are expected to observe decorum with regard to clothing and behavior.
4. While representing college, student's behavior must not be detrimental to the image of the college.
5. Students shall not bring outsiders to the college; no person should be invited to address a meeting in college premises.
6. Students shall not collect any fund from other students without the written permission of the Principal.
7. Students shall not organize picnic, excursion, trips etc. without the prior written permission of the Principal.
8. Students should not write on walls, benches and should help in maintaining the college premises neat and clean.
9. **Use of mobile phones, tobacco and paan is strictly prohibited in the college premises.**
10. ***Any violation will be treated as Misconduct.***
The powers relating to the disciplinary action in the college will rest with the Principal and his/her decision in this respect shall be final. Anyone who violates the code of conduct will be strictly dealt with.

ANTI-RAGGING CELL: Rules & Regulations
**SUMMARY OF UGC REGULATIONS ON CURBING THE MENACE
OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009.**

PREAMBLE: In view of the directions of the Hon'ble Supreme Court dated 8.05.2009 and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging.

WHAT CONSTITUTES RAGGING?

Ragging constitutes one or more of any of the following acts:

- a) Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- b) Indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c) Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students
- g) Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h) Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- i) Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

ADMINISTRATIVE ACTION IN THE EVENT OF RAGGING:

The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed here in under:

The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;

- a) Suspension from attending classes and academic privileges.
- b) Withholding/ withdrawing scholarship/ fellowship and other benefits.
- c) Debarring from appearing in any test/ examination or other evaluation process.
- d) Withholding results.
- e) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- f) Suspension/ expulsion from the hostel.
- g) Cancellation of admission.
- h) Rustication from the institution for period ranging from one to four semesters.
- i) Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

An appeal against the order of punishment by the Anti-Ragging Committee shall lie, (i) in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University; (ii) in case of an order of a University, to its Chancellor. (iii) in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff. Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

Are you being ragged...?????

Immediately call UGC

Anti-Ragging Helpline at 1800-180-5522

(24 x 7 toll free) or Send an

E-mail to helpline@antiragging.in.

Visit UGC Website www.ugc.ac.in

& www.antiragging.in to see anti-ragging regulations.

**SOUTH INDIAN CHILDREN'S EDUCATION SOCIETY'S
DEGREE COLLEGE OF ARTS, SCIENCE & COMMERCE
AMBARNATH**



Admission Form for Coaching Camp (Sports)

_____ Game

Game	Level	Achievements	Remarks

Mr. /Miss _____, understand that I am offered admission in _____ Class in S.I.C.E.S. Degree College, Ambarnath, for the year _____. I am interested to play for Inter-Collegiate Tournament.

Class _____ . Roll No. _____ Sign. Of Student

Address: _____

Tele. No. _____

Local Railway Concession

Date :-

To,
The Principal,
S.I.C.E.S. Degree College, Ambarnath.

Respected Sir,

I request you to provide me the Railway Concession as per the following details.
I enclose herewith photocopies of my Identity card & Residential Proof.

Name:- _____
(Surname) (Name) (Father's Name)

Class:- _____ Roll No.:- _____ Date of Birth:- _____

Station From:- _____ To _____ (Quarterly/ Half Yearly)

Date of issue:- _____ Date of Expiry:- _____

H. No.:- _____ Season Ticket No.:- _____

Residential Address:- _____

Remark of Principal

Student's Signature

Local Railway Concession

Date :-

To,
The Principal,
S.I.C.E.S. Degree College, Ambarnath.

Respected Sir,

I request you to provide me the Railway Concession as per the following details.
I enclose herewith photocopies of my Identity card & Residential Proof.

Name:- _____
(Surname) (Name) (Father's Name)

Class:- _____ Roll No.:- _____ Date of Birth:- _____

Station From:- _____ To _____ (Quarterly/ Half Yearly)

Date of issue:- _____ Date of Expiry:- _____

H. No.:- _____ Season Ticket No.:- _____

Residential Address:- _____

Remark of Principal

Student's Signature

RAILWAY CONCESSION

- a) Bonafide students of the college below 25 years are eligible for railway concession for their season tickets between the stations nearest their home and Ambarnath. Applications on the prescribed form will be accepted between 11.00 a.m. to 1.00 p.m. on working days in the office. As a proof of residence, student must show his/her ration card.

- b) Long journey railway concession will be granted in vacation only as per the rules published by the railways. Information about which will be given in the office between 11.30 a.m. to 1.00 p.m. on working days.

In case of loss of Identity Card **OR** Fee Receipt, Rs. **100/-** shall be charged as duplication charges and student must acquire the same immediately.

APPLICATION FOR TRANSFER CERTIFICATE / NO OBJECTION CERTIFICATE

To,
The Principal
S.I.C.E.S. Degree College, Ambarnath.

Date :-

Sub: Issue of Degree College Transfer Certificate/No Objection Certificate.

Respected Sir,

I the undersigned is/was student of your college in _____ class during the academic year_____.I request you to issue me the Degree College Transfer Certificate/No Objection Certificate. My Particulars are as under.

Class	Roll no.	Academic Year	Month & Year in which Appeared	Result Pass/Fail	Examination Seat No.

I enclose herewith photocopies of Mark-Sheet/Passing Certificate & Paid Fees receipt.

Thanking You

Yours faithfully

(Signature of Student)

H.O.D. of the Department: - _____

No. Dues : Library Dept.: - _____

Physics Dept.: - _____

Chemistry Dept.: - _____

Botany Dept.: - _____

Zoology Dept.: - _____

Accounts Department: - _____

Remark of the Principal: - _____

APPLICATION FOR BONAFIDE CERTIFICATE

To,
The Principal
S.I.C.E.S. Degree College, Ambarnath.

Date :-

Sub: Issue of Degree College Bonafide Certificate

Respected Sir,

I the undersigned is/was student of your college in _____ class during the academic year _____.

I request you to issue me the Degree College Bonafide Certificate for the purpose of _____ . I enclose herewith photocopy of my Identity card.

Thanking You

Yours faithfully

(Signature of Student)

H.O.D. of the Department: - _____ Remark of the Principal _____

APPLICATION FOR BONAFIDE CERTIFICATE

To,
The Principal
S.I.C.E.S. Degree College, Ambarnath.

Date :-

Sub: Issue of Degree College Bonafide Certificate

Respected Sir,

I the undersigned is/was student of your college in _____ class during the academic year _____.

I request you to issue me the Degree College Bonafide Certificate for the purpose of _____ . I enclose herewith photocopy of my Identity card.

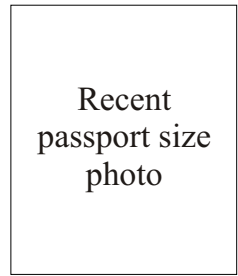
Thanking You

Yours faithfully

(Signature of Student)

H.O.D. of the Department: - _____ Remark of the Principal _____

IDENTITY CARD FORM



TO BE FILLED BY APPLICANT IN BLOCK LETTERS

Name: _____

(Surname)

(Name)

(Father's name)

(Mother's name)

Class _____ Roll No. _____

Subject Group:(For Science Degree students only) _____

Permanent Address: _____

_____ Tele.No. _____

Date of Birth: _____ Blood Group : _____

Mobile No. : _____ Email ID : _____

Fee Receipt No. _____ Date of Admission : _____

Signature of student

FOR OFFICE USE ONLY

Received on : _____

Received By : _____

Checked By : _____

Note: Student must submit recent stamp size photo Along with this from.

Change of Subject Form

To,
The Principal
S.I.C.E.S. Degree College
Ambernath

Sir,

I, _____, student of your College of
_____ Class, Roll No. _____ request you to change my subject
Combination as follows:

Subject mentioned in Admission form	Change desired

I am willing to pay Rs. 50/- per subject (Non refundable) as administrative charge for the same.

Signature of the Student

NOTE : The change of Subject is subject to availability of seats in
That subject : **Last date for submission will be notified later.**



MEMBER CODE :

S.I.C.E.S Degree College of Arts, Science & Commerce

JambhulPhata, Chikhlooli, Kalyan-Badlapur Road, Ambarnath(W)-421505
Affiliated to University Of Mumbai (M.S.)

Library Membership Application Form 2018-2019

Signature

ACADEMIC INFORMATION :

- 1.1 Course : _____ B.A. / B. Com / B.Sc. (Plain / C.S/I.T)/
Self Finance (B.M.S / B.B.I /B.A.F)
- 1.2 Class : _____ 1.3 Roll No. _____ 1.4 Receipt No. _____
- 1.5 Membership Amount : _____ 1.6 Receipt Date : _____

PERSONAL INFORMATION : (USE CAPITAL LETTERS TO FILL UP THE FORM)

- 2.1 FIRST NAME
- 2.2 MIDDLE NAME
- 2.3 SURNAME
- 2.4 DATE OF BIRTH DD MM YEAR
- 2.5 DATE OF ADMISSION DD MM YEAR
- 2.6 Gender Male Female
- 2.7 A. Category : SC/ST/OBC/NT/GEN/ _____ B. Caste : _____

CONTACT INFORMATION :

- 3.1 Present Address : _____

- 3.2 Email ID : _____
- 3.3 Permanent Address : _____

- Pin : _____ Parents Contact No.: _____ Mobile No.: _____

** Note : For duplicate Library Card Rs. 100/- will be Charged.*

DECLARATION

I hereby declare that, all the information furnished & given by me is true to the best of my knowledge & belief. I accept all the library rules & will follow them sincerely & also cooperate & help to secure, safe & good use of the Library assets (i.e. Reading materials, Equipments & others) . If I am found to avoid rules & regulation & or engage in unfair means, my membership could be terminated without giving me any prior notification/ intimation.

OFFICE USE ONLY :

- 4.1 Member No.: _____ 4.2 Library Card No.: _____
- 4.3 Checked By : _____ 4.4 Verified by : _____

Librarian

Principal

