

**Prospectus**  
**(Junior & Degree Classes)**  
**Maharashtra College**  
**of Arts, Science & Commerce**  
**2023 - 2024**



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Khairul Islam Higher Education Society's

**MAHARASHTRA  
COLLEGE  
OF  
ARTS, SCIENCE  
AND COMMERCE**

Affiliated to University of Mumbai

**PROSPECTUS**

**2023 - 2024**

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# MANAGEMENT

## GOVERNING BODY

1. Mr. Mohammed Ahmed Khan President
2. Dr. Mohammed Ali Patankar Vice-President
3. Mr. Saleem Ahmed Khan Vice-President
4. Prof. H. N. Kalaniya General Secretary
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9. Dr. A. G. Khan Honorary Advisor
10. Dr. Maqdoom Farooqui Jt. Secretary



1. Dr. Sirajuddin H. Chougale Principal
2. Dr. Mehmood Alam Khan Vice Principal



## LIST OF CLASS III NON-TEACHING STAFF 2023-24

Sr. No.	Name of the Employee	Designation
1.	Mr. Mohd. Gulam S. Patel	Assistant Librarian
2.	Mr. Ajay B. Desai	Senior Clerk
3.	Mrs. Sameera Khan	Senior Clerk
4.	Mr. Anwar Husain M. H. Raeen	Senior Clerk
5.	Mr. Mustafa Mulla	Junior Clerk
6.	Mrs. Nafisa J. Mujawar	Junior Clerk
7.	Mr. Firdaus Hussain Shaikh	Junior Clerk
8.	Mr. Sameer H. M. Ali	Junior Clerk
9.	Mr. Mohsin Innus Mulani	Junior Clerk
10.	Mr. Parvez Mushtak Shaikh	Junior Clerk
11.	Mr. Javed Anwar Naik	Junior Clerk
12.	Mr. Sameer R. Manchekar	Lab. Assistant
13.	Mr. Sabir Diwan	Lab. Assistant
14.	Mr. Sher Ahmad Pathan	Lab. Assistant
15.	Mr. Sakib Hamid Anware	Lab. Assistant





### **OUR VISION :**

To bring higher education to the doorsteps of the economically underprivileged students, especially belonging to the Muslim Minority, emphasizing on their all round development.

### **OUR MISSION :**

- To provide opportunities for higher education especially to girls from Muslim Community within their locality.
- To disseminate quality education and equip the students with tools of gainful employment.
- To encourage and inspire teachers and students to attain excellence in education.
- To develop moral and intellectual outlook among students and inculcate principles of unity and national integration.



## PROSPECTUS

( 2023 - 2024 )

Maharashtra College of Arts, Science and Commerce is managed by Khairul Islam Higher Education Society, Mumbai. This Society was founded under the able presidency of Dr. Rafiq Zakaria, a veteran Parliamentarian, Writer, Educationist and Islamic Scholar.

After the demise of Dr. Rafiq Zakaria, Mrs. Fatma R. Zakaria, his wife the eminent journalist, educationist and recipient of the Padmashri Award, had taken over as President. Under her leadership and dynamism, the College made great strides, till her demise on 6 April, 2021.

There was no college in the thickly populated central part of Mumbai stretching from Dhobi Talao to Parel. Students of this area, especially girls, faced difficulties in getting admission to colleges, which were mostly situated in the southern part of the city. The establishment of this College in 1968 was the realization of a dream by selfless and dedicated educationists and social workers.

The College aims at equipping students with a moral and intellectual outlook and inculcating in them the highest principles of unity and national integration.

The College attaches great importance to the dissemination of learning and an all-round development of the personality of its students. All efforts are made to create a congenial atmosphere especially for female students and every possible facility for proper education is provided to them.

The College is situated close to Mumbai Central Railway Station (Western Railway) and is also near Byculla Railway Station (Central Railway). Public transport bus facilities are also available to and from all parts of the city.

The College is affiliated to the University of Mumbai for teaching courses leading to B.A., B.Sc. and B.Com. Degree. The College is also recognized for registration of students for Post-Graduation in the subjects of Islamic Studies, Botany, Information Technology and Commerce. The College is also recognized as Research Centre in the subject of Botany, Urdu and Commerce. The Junior College is recognized by the HSC Board, Mumbai division imparting education in Arts, Science & Commerce.

The College has a well-qualified, experienced and committed teaching faculty.

## COLLEGE RULES

1. On admission, each student will receive an IDENTITY CARD. No student will be allowed admission to lectures, practicals, College functions etc. or have access to the Library, College Office, Laboratories, Gymkhana, Canteen and even the College Premises itself without the possession of a valid identity card, which must be produced on demand, by any competent authority. Failure to observe this rule will entail withdrawal of the above privileges provided by the College. **It is mandatory to wear valid identity card in the college premises.**
2. Each student admitted to the College is expected to behave inside and outside the College in an orderly and disciplined manner and to have regard for the staff and good name of the College.
3. All students are answerable to the Principal, Vice-Principal and members of the staff for their conduct in the College. For their behavior outside the College, if it adversely affects the reputation of the College, appropriate action may be taken within the principles of natural justice and equity.
4. Insubordination and unbecoming language or conduct in any form are sufficient reasons for the dismissal of a student.
5. **Any form of 'Ragging' or Intimidation or Humiliation and threatening of any student by other student is strictly prohibited and is liable to the most severe penalties. The case will be registered in the Police Station.**
6. Smoking, consumption of alcohol, drug, possession and distribution of drugs, chewing of tobacco, paan and spitting is strictly prohibited in the College premises and College gatherings. The above offence is punishable under the Mumbai Police Act, and the offenders will be severely dealt with as per the law.
7. The playing of cards and any form of gambling in the College premises is prohibited.
8. Students must attend classes, practical and tutorials according to the Time-Table on all working days of the College. Absence may lead to loss of a term. A term is granted to a student whose attendance is above 75% and who completes the course of study prescribed. **Student will not be allowed to appear for the final examination whose attendance is below 75%. Employed students are not entitled for any concessions.**

9. Students should take particular care to be punctual. They will not be admitted into the class room if they are more than five minutes late. Attendance will be taken in all the classes and the student will be marked absent for that lecture.

**10. Absence from lectures must be justified in writing in stipulated time, and if illness is the cause, a medical certificate must be submitted immediately.**

11. Students must not attend classes other than their own.

12. Students are not allowed to form any society, groups, make collections, sell tickets, hold meetings, invite a person to address them and go on excursions or picnic without the permission of the Principal.

13. All notices put up on the notice board or any announcements made, must have the previous approval of the Principal.

14. All the associations and committees constituted by the Principal to conduct various co-curricular activities should not hold meetings and publish wall papers, hand bills etc. without prior approval of the Principal.

15. Every kind of demonstration that restricts the freedom of the members of the College or disrupts any activity in the College is banned.

16. Attendance for tests and examinations conducted by the College is compulsory. Defaulters will not be allowed to appear in the Examinations conducted by the Board/University.

17. Students are expected to take proper care of the College property and help in keeping the premises neat and tidy. Damaging the property of the College by disfiguring walls, doors, fittings or breaking furniture etc. is a breach of discipline and the guilty will be duly punished.

18. Students applying for certificates, testimonials, concession forms etc. and those requiring the Principal's signature on any kind of document or application, should first contact the Registrar at least two days in advance. No person should approach the Principal directly.

19. Students should not communicate any information about the College to the press or media without the written permission of the Principal.

**20. Loitering in the corridor, while lectures are on, is strictly prohibited.**

21. All students are expected to avoid any form of dress/attire or behavior which could be exhibiting indecency and unacceptability. Students who fail to conform with these norms will be asked to leave the College Premises.

22. Refreshments are to be consumed in the canteen area only. They are not to be taken to the staircases, upper floors, classrooms and to the Hall. Loitering anywhere in the campus will be penalized.

23. Class picnics or outings are banned. Parents are, therefore, warned that the College authorities do not assume any responsibility for such picnics or outings organized by the students on their own.

24. Celebration of Ribbon Day, Friendship Day, Rose day and Valentine's Day is banned and prohibited in the College premises.

25. Any false information submitted to the College in the admission form or otherwise will be liable for the cancellation of the admission and dismissal from the College.

**26. Carrying Mobile Phones / Walkman / I Pods etc. in the College Premises is Strictly Prohibited. If found it will be confiscated.**

**27. Students should not bring Valuables / Jewelry in the College. College will not be responsible for the loss of their valuables and belongings. The girls students should take strict care of their belongings in Girl's Common Room. College will not be responsible for any such loss.**

28. College Office will remain open from **10.30 a.m to 12.30 p.m. & 2.30 p.m. to 4.30 p.m.** College office will remain close on every **Second and Fourth Saturday.**

29. Matters not covered by the above rules will rest at the entire discretion of the Principal.



## ADMISSION POLICY

1. Admissions will be strictly on merit basis.
2. Seats will be allotted on the merit and as per the direction of the Govt. and University for F.Y.J.C. (Arts, Science & Commerce) & F.Y.B.A./B.Sc. /B.Com.
3. Admissions to S.Y.J.C.(Arts, Science &Commerce) & S.Y.&T.Y.B.A./ B.Sc./B.Com. will be on first come first served basis.
4. Students seeking admission to this College must apply in the prescribed form at the beginning of each academic year.
5. Subject to the availability of seats, normally a student of this College, who has qualified himself/herself for admission to the next higher class, will be admitted to such class provided an application in the prescribed form, duly filled in, is submitted with necessary fees within the notified period.
6. A student once admitted will be considered as duly enrolled for the academic year and he/she shall be liable to pay the full fees for the whole year unless he/she informs the Principal in writing of his/her intention to leave the College at least a week before the commencement of the second term.
7. For admission to the first year classes it is necessary to produce the original (i) S.S.C./H.S.C. Passing Certificate and Statement of Marks (ii) School/Jr. College Leaving Certificate (iii) Eligibility Certificate in the case of student passing an Examination other than that of the S.S.C./H.S.C. Board, Maharashtra State and(iv)Transfer Certificate, in case of the students coming from other college, affiliated to Mumbai University (v)Migration certificate in case of student coming from outside the jurisdiction of University of Mumbai.

**Note:-The Admission to such Students will be provisional basis subject to the confirmation of Eligibility from the Maharashtra State Secondary & Higher Secondary Education Board.**

## Eligibility Procedure (Degree College)

Students, who have passed their Higher Secondary Certificate Examination from other than Maharashtra State Secondary & Higher Education Board with English as one of the subjects are required to submit the following Original documents at the time of admission.

- 1) Mark sheet 2) Certificate or Provisional Passing Certificate.
- 3) Leaving Certificate, shall be counter signed by the Educational Authority or Transfer Certificate.
- 4) Migration Certificate 5) Form for Provisional Statement of Eligibility form University of Mumbai.

**Note:-The Admission to such Students will be on provisional basis subject to the confirmation of Eligibility from the University of Mumbai. (It is the responsibility of the concern student to follow the procedure of verification of their documents from their respective boards/university. College in no way will be responsible for the same. Their Eligibility/ Admission will be confirmed only after verification is received from the concern authorized Board.)**

6. Those who fail to pay prescribed fees within the stipulated time will forfeit their claim for the seats. The vacant seats will be allotted to the candidates from the waiting list.
7. Repeaters will not be granted fresh admission.
8. Students from other Colleges will be admitted after obtaining requisite permission from the competent authority and verification of their original documents, and only if seats are available after granting admission to our own students.
9. Students seeking admission shall be careful about selecting their subjects. **Subjects once selected will be final and will not be changed under any circumstances.**
10. Students seeking admission should seriously note that the medium of instruction in the College is **English**. No Student will be allowed to answer his/her re-examination paper/s in any other language except ENGLISH at the Degree College level under any circumstances.

# JUNIOR COLLEGE

## FACULTY OF ARTS

### F.Y.J.C. (XI) ARTS

1. English (Compulsory)
2. Environment Studies (Compulsory)
3. Health & Physical Education (Compulsory)

The students must select any one of the following groups.

#### GROUP I

4. Urdu / Hindi / I.T.
5. Psychology / Political Sc.
6. Economics
7. History / Persian
8. Sociology

#### GROUP II

4. Urdu / Hindi / I.T.
5. Sociology / Arabic
6. History
7. Psychology / Economics
8. Political Sc.

### S.Y.J.C. (XII) ARTS

The Students must offer the same Group and the Same Subjects as offered at XI Arts.

## FACULTY OF SCIENCE

### F.Y.J.C. (XI) SCIENCE

1. English Compulsory
2. Environment Studies (Compulsory)
3. Health & Phy. Edu. (Compulsory)
4. Urdu / Hindi / I.T. (The Students must select any one of the Subjects)
5. Physics
6. Chemistry
7. Biology
8. Mathematics / Psychology

(Note : I. T. will be given only to those students who are offering Maths Subject on merit basis.)

### S.Y.J.C. (XII) SCIENCE

The Students must offer the same Group and the Same Subjects as offered at XI Science.

## FACULTY OF COMMERCE

### F.Y.J.C. (XI) COMMERCE

1. English (Compulsory)
2. Environment Studies (Compulsory)
3. Health & Physical Education (Compulsory)
4. Any one of the following subjects :  
Urdu / Hindi / I. T.
5. Economics
6. Book-Keeping
7. Organisation of Commerce
8. Secretarial Practice

### S.Y.J.C. (XII) COMMERCE

The Students must offer the same Group and the Same Subjects as offered at XI Commerce.

### Allotment of I.T. Subject

There are limited seats in I.T. and hence it will be given strictly on Merit, after regular admissions to F.Y.J.C. Classes are over.

<u>Faculty</u>	<u>Nos. of Seats</u>
ARTS	60
SCIENCE	120
COMMERCE	60

The Student/Parent shall note that, It is a non-aided course, with limited seats, hence once the fees is paid it will not be refunded under any circumstances, in the event of the cancellation of admission.



## EXAMINATIONS

### A XI ARTS, SCIENCE & COMMERCE (JUNIOR COLLEGE)

1. Evaluation of XI classes for all subjects will be as follows :

- i) 1st Term : Unit Test = 25 Marks
- ii) 1st Term : Written Examination = 50 Marks
- iii) 2nd Term : Unit Test = 25 Marks
- iv) Final Written Exam.(at the end of 2nd Term) = 100 Marks

For Science subjects, 70 Marks for written and 30 Marks for Practical.

For Maths, I. T. & Psychology 80 Marks for written & 20 Marks for Practical / Application Based Test (ABT).

2. Average Results:  $\frac{25+50+25+100}{2} = \frac{200}{2} = 100$  Marks (Average)

Note : 20% of questions in final examination should be included from 1st Term Syllabus.

3. Languages : 80 Marks written plus 20 Marks for Oral Examination:  
Total 100 Marks (English, Urdu, Hindi, Marathi, Arabic & Persian)

4. Health & Physical Education is included as Compulsory Subject.  
Its Evaluation in each Term will be as follows :

25 Marks for Written Exam + 25 Marks for Practical Exam = Total 50 Marks

$$\frac{50 + 50}{2} = \frac{100}{2} = 50 \text{ Marks.}$$

(These marks are to be converted into Grades and to be forwarded to the Board. By showing it in the Marksheet of XI)

5. B.K., O.C. & S.P. : 80 Marks for Written Exam and 20 Marks for Application Based Test (ABT).

6. Physics, Chemistry & Biology : One question paper of 70 Marks and 3 Hours duration.

7. Mathematics & Statistics (Science) : One question paper of 80 Marks and 3 Hours.

8. Compulsory Subjects – EVS : No Written Examination.

Evaluation will be by Internal & External Examiner.

Project : 30 Marks (20 Marks internal + 10 marks external)

Seminar/Journals : 20 Marks (10 Marks internal + 10 marks external)

Final Result-Total : 50 Marks

9. NOTE : – If the Students do not submit EVS Project they will be declared fail in the Exam.

10. Optional Subjects : History, Political Sc., Sociology, Psychology & Economics :

80 Marks for Written Exam. & 20 Marks for Application Based Test

Total 100 Marks

### B XII ARTS, SCIENCE & COMMERCE (JUNIOR COLLEGE)

(As per guidelines of the H. S. C. Board.)



# DEGREE COLLEGE

## FACULTY OF ARTS

### F.Y.B.A.

F.Y.B.A. Course of study will be according to Credit and Grade based system.

#### Subject

#### Compulsory 3 Papers :

- 1) Communication skills in English
- 2) Foundation Course-1
- 3) Any one of the following :
  - a) Urdu Compulsory
  - b) Hindi Compulsory
  - c) Arabic Compulsory

#### B) Optional : 3 Papers :

Select Any Three Groups and one subject from each group.  
(The same subjects will continue in S. Y. B. A.)

#### Group - 1.

- a) Economics Theory
- b) History of Modern India

#### Group - 2.

- a) Political Science
- b) Psychology

#### Group - 3.

- a) Sociology
- b) Islamic Studies

#### Group - 4.

- a) Urdu Literature
- b) English Literature

#### Group - 5.

- a) Hindi Literature
- b) Arabic Literature

### S.Y.B.A.

S.Y.B.A. Course of study will be according to Credit and Grade based system.

1. F.C. - II (1 Paper of 100 marks)
2. Applied Component (Select any one from the following)
  - (i) Market Research (ii) Demography (iii) Mass Communication
3. The THREE optional Subjects offered at the F.Y.B.A. will remain the same. Each subject will have two Papers of 100 marks each. The students from other institutions seeking admission to S.Y.B.A. Class in this College may offer any THREE Subjects from the following as studied by them at F.Y.B.A.
  - (i) Eco. / Hist (ii) Pol. Sc./Psy. (iii) Socio. / Islamic Studies
  - (iv) Urdu / Eng. / Hindi / Arabic

### T.Y.B.A.

T.Y.B.A. Course of study will be according to Credit and Grade based system.

The Student may opt for Six papers of 100 marks each from any of the following optional subjects studied at S.Y.B.A. level.

1. Urdu
2. Arabic
3. Economics
4. Sociology
5. Islamic studies
6. English

#### OR

Any one of the following combinations of two subjects of 3 papers of 100 marks each, provided the student had offered these subjects at S.Y.B.A. level.

1. Urdu-History
2. Urdu - Islamic Studies
3. Arabic - Islamic Studies
4. Arabic - History
5. History - Political Science
6. History - Islamic Studies
7. Hindi-History
8. Hindi-Political Science
9. Urdu - Hindi
10. Urdu - Political Science
11. Political Science - Islamic Studies

## FACULTY OF SCIENCE

### F.Y.B.Sc.

F.Y.B.Sc. Course of study will be according to Credit and Grade based system.

1. Foundation Course – I
2. Any one of the following group of subjects :-

- Group: A) Physics, Chemistry, Maths (PCM)  
B) Physics, Chemistry, Botany (PCB)  
C) Physics, Chemistry, Zoology (PCZ)  
D) Chemistry, Botany, Zoology (CBZ)

#### PHYSICS

##### Paper I -

- a) Mechanics, Properties of Matter  
Heat, sound & Optics.

##### Paper II -

- b) Electricity, Magnetism, Electronics,  
Atomic, Nuclear & Modern Physics.
- c) Physics Practical

##### Paper I -

#### CHEMISTRY

##### Paper I -

- a) Physical & Inorganic Chemistry  
Heat, sound & Optics.

##### Paper II -

- b) Organic & Inorganic Chemistry
- c) Chemistry Practical

**MATHS**

Paper I -  
 Paper II -  
 Paper I -  
 Paper II -  
 Paper I -

- Calculus & Analytics Geometry
- Discrete Mathematics - I
- Descriptive Statistics - I
- Statistical Methods - I
- Statistical Practical

**BOTANY**

Paper I -  
 Paper II -  
 Paper I -

- Plant Diver
- Form and Function - I
- Botany Practical

**ZOOLOGY**

Paper I -  
 Paper II -  
 Paper I -

- Diversity of Animal Kingdom - I, Life Processes & Ecology
- Biochemistry - I, Biotechnology - I
- Zoology Practical

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

**S.Y.B.Sc.** Course of study will be according to Credit and Grade based system.

- Foundation Course Paper - II (1 Paper of 100 Marks)
- One of the following combinations of subjects, from the subjects offered at F.Y.B.Sc. combinations :
  - Physics, Maths
  - Physics, Chemistry
  - Chemistry, Botany
  - Chemistry, Zoology
  - Chemistry, Maths
  - Botany, Zoology

**Note :** There are three papers in each subject.

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

**T.Y.B.Sc.** Course of study will be according to Credit and Grade based system.

*(Select any One of the following)*

**MAIN SUBJECTS APPLIED COMPONENT :**

- Chemistry - Drug & Dyes
- Physics - Electronics Instrumentation
- Botany - Horticulture
- Zoology - Fishery Biology
- Mathematics - Elements of Operation Research

*(Major subjects have 4 papers of 100 marks each and 4 practicals of 50 marks each)*

*Applied Components have 2 papers of 60 marks each and 2 practicals of 40 marks each.*

**FACULTY OF COMMERCE****F.Y.B.Com.**

**F.Y.B.Com.** Course of study will be according to Credit and Grade based system.

A) Compulsory 7 Papers :

- Foundation Course - I
- Accounting and Financial Management I & II
- Commerce - I
- Business Economics - I
- Business Communication
- Environmental Studies - I
- Mathematical & Statistical Techniques

**S.Y.B.Com.**

**S.Y.B.Com.** Course of study will be according to Credit and Grade based system.

*The students will study the following subjects of 100 Marks each :*

- Foundation Course - II
- Business Law
- Accounting and Financial Management III & IV
- Financial Accounting & Auditing (Management Accounting)
- Business Studies - II (Fundamentals of Marketing and Finance)
- Business Economics - II
- Applied Component (Select Any ONE from the following) :
  - Advertising
  - Field Sales Management
  - Travel & Tourism
  - Computer Programming

**T.Y.B.Com.**

**T.Y.B.Com.** Course of study will be according to Credit and Grade based system.

*The students will study the following subjects of 100 Marks each :*

- Commerce - V & VI (Marketing & Human Resource Management)
- Business Economics - V & VI
- Financial A/C & Auditing - VII & IX (Financial Accounting)
- Financial A/C & Auditing - VIII & X (Cost Accounting)
- Applied Component :
  - (Select any One)
    - DIT - I & II
    - MR - I & II
  - (Select any One)
    - Computer System & Application - I & II
    - Export Marketing - I & II
    - Entrepreneurship & MSSI - I & II

## EXAMINATIONS

1. It is compulsory for every student to appear for every test and examination held by the College.
2. Students who fail to comply with ordinances 119/120/125 of the University of Mumbai and those who do not keep terms to the satisfaction of the HOD & Principal of the College, and they have not attended the prescribed numbers of lectures will be declared defaulters and as such they will not be allowed to appear for the final exams.
3. Any student who fails to show satisfactory progress in all subjects at the preliminary Examination or remains absent from the examination for any reason, may not be sent for the University Examination.
4. The examination system for **First, Second & Third year B.A., B.Sc. & B.Com.** classes is based on Credit & Grading system. The Modalities of Assessment under the credit system for **F.Y., S.Y. & T.Y.B.A., B.Sc. & B.Com.** will be as under :

### MODALITY OF ASSESSMENT

#### **Internal Assessment 25 %** **25 Marks**

- One periodical class Test 20 Marks
- Active participation in class instructional deliveries  
Overall conduct as a responsible student, mannerism  
and articulation and exhibit of leadership qualities in  
organizing related academic activities. 05 Marks

#### **Semester End Assessment 75%** **75 Marks**

- Duration– These examinations shall be of 2<sup>1</sup>/<sub>2</sub> Hours duration.
- Question paper pattern shall be as per Board of studies for each subjects.

### STANDARD OF PASSING

- The student shall have to obtain a minimum of 40% marks in aggregate to qualify each course where the course consist of Internal Assessment & Semester End Examination. However, the student shall obtain minimum of 40% marks i. e. 10 out of 25 in the Internal Assessment and i.e. 30 out of 75 in Semester End Examination separately.
- To qualify each course minimum grade E shall be obtained by the student in each course and project wherever applicable in a particular semester.

## METHOD TO CARRY FORWARD THE MARKS

- A student who PASSES in the Internal Assessment but FAILS in the Semester End Examination of the Course shall reappear for the Semester End Examination of that Course. However, his / her marks of the Internal assessment shall be earned over and he/she shall be entitled for grade obtained by him / her on passing of the complete course.
- A student who FAILS in the Internal Assessment but PASSES in the Semester End Examination of the course shall submit and reappear for the Internal assessment in the form of projects for that course. However, his / her marks of the Semester End Examination shall be carried over and he/she shall be entitled for grade obtained by him/her on qualifying the course.
- The Evaluation for students who fails in Internal Assessment will consist of one project of 25 marks which will be divided into 20 marks for the documentation of the project given by the concerned teachers on the curriculum, 5 marks for the presentation and for the viva.

### ATKT (ALLOWED TO KEEP TERM)

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

OR

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

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

He / She fails in not more than two courses, in each of Semester-I and Semester-II. (For all subjects of Arts & Commerce)

- iii) A learner shall be allowed to keep term for Semester-IV irrespective of grades obtained in each course of Semester-III.
- iv) A learner shall be allowed to keep term for Semester-V if he / she passes Semester-I, Semester-II, Semester-III and Semester-IV.

OR

He / She has passed Semester-I and Semester-II and fails in not more than three courses in each of Semester III and Semester IV. (For all subjects of Science carrying 900 or more marks).

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

He / She has passed Semester-I and Semester-II and fails in not more than two courses in each of Semester III and Semester IV. (For all subjects of Arts & Commerce)

- v) A learner shall be allowed to keep term for Semester-VI irrespective of grades obtained in each course of Semester-V.
- vi) The result of Semester VI shall be kept in abeyance until the learner passes each of Semester-I, Semester-II, Semester-III, Semester-IV and Semester V.

#### **INTERNAL EVALUATION**

- Class test or assignment for Internal Assessment:
  - a. A student who is absent for the class test and the assignment will be declared fail in the Internal Assessment Scheme.
  - b. A student who is absent for the class test and has appeared for the assignment will be allowed to appear for the additional class test of 20 marks.
  - c. A student who has appeared for class test but remains absent for the assignment will be allowed to appear for the additional assignment and the internal assessment will be calculated as out of 25 marks.
  - d. A student who is absent for class test or assignment as the case may be, and the internal assessment will be calculated as out of 25 marks.

#### **SEMESTER END EXAMINATIONS**

All the students of the F.Y., S.Y. & T.Y. classes are required to appear for TWO Semester Examinations. One, before the end of First Semester and the Second before the end of Second Semester.

#### **ADDITIONAL EXAMINATION**

- a. The absent and failed student will be allowed to appear for the examination by the head of the institution after following the necessary formalities.
- b. This examination will be held 20 days after the declaration of results but not later than 40 days.
- c. Student who does not appear in some or all the papers at the Semester I or Semester II or Semester III or Semester IV Examinations on Medical Grounds, University Level Sports, Cultural Activities, N.C.C., Camp and any other Reasons up to the Satisfaction of the Principal, is eligible to appear for the Additional Examination.
- d. A student, who does not appear at both Semester Examinations in a particular paper/subject shall not be eligible to appear for the Additional examination in that paper/subject.

#### **PROJECT EVALUATION (IF APPLICABLE)**

- A student who PASSES IN ALL THE COURSES BUT DOES NOT secure minimum grade of E in project as applicable has to resubmit a fresh project till he/she secures a minimum of grade E.
- The credits and grade points secured by him/her in the other courses will be carried forward and he/she shall be entitled for grade obtained by them on passing of all the courses.
- The evaluation of project and viva/voce examination shall be done by marks only and then it will be converted into grade in the seven point scale and award the same to the student.
- A student shall have to obtain minimum of grade E (or its equivalent marks) in project evaluation and viva/voce taken together to obtain 40% marks in project work.

#### **THE SEVEN (7) POINT GRADING SYSTEM**

Grades	Marks	Grade Points
O	70 & above	7
A	60 to 69.99	6
B	55 to 59.99	5
C	50 to 54.99	4
D	45 to 49.99	3
E	40 to 44.99	2
F (Fail)	39.99 & below	1

5. If the student is found using unfair means during the examination, he/she will be strictly punished as per the Govt. of Maharashtra Act No. XXXI of 1982 and the Amended Ordinance 220 of the University of Mumbai.

## FACILITIES

### LIBRARY

The College Library is situated on the Seventh floor, it has a rich collection of nearly 70,000 books on various subjects. The Collection is continuously updated. It has a spacious and well ventilated reading room for boys and girls. Normal working hours of the library and reading room are from 7 a.m. to 5:30 p.m.

### BOOK BANK

The Library has a Book Bank Scheme for both Junior and Degree College students. Text Books are loaned to poor, deserving and needy students for one academic year. The facility is provided to more than 400 students every year.

### COLLEGE CANTEEN

The College Canteen is situated on the ground floor and is exclusively meant for the bonafide students of the College only.

### COLLEGE GYMKHANA

Excellent facilities for indoor and outdoor games alongwith the services of best coaches and dedicated Prof-in-charge to supervise various games are provided by the College. Our students regularly participate in inter collegiate, interuniversity and national tournaments. We are proud to mention that our teams have always given outstanding performance in various disciplines.

### STUDENTS AID FUND

Needy, regular and deserving bonafide students of the College may receive financial assistance upon submission of the prescribed application along with relevant documents and subsequent interview by the SAF Committee members.

### SCHOLARSHIP

Students can apply for all the available Govt. and Non-Govt. free studentship and scholarships through the College.

#### A) Government Scholarships:

The following scholarships are awarded by the Government for which application must be made before the stipulated date every year:

- 1) Open Merit Scholarships (Open to all students)
- 2) Economically Backward Class Scholarships & Freeships.
- 3) National Loan Scholarships
- 4) National Scholarships
- 5) Freeships to the children of Primary Teachers
- 6) Scholarships to the children of Service Personnel.
- 7) Scholarships to Scheduled Castes and Scheduled Tribes.  
(These student should produce their Caste Certificate at the time of admission).
- 8) Central Government Minority Student Scholarship.

#### (B) Non - Government Scholarships:

- 1) Meritorious students are awarded prizes by the College.
- 2) Economically weak and academically good students can apply for financial help from our Student Aid Fund.
- 3) Students can apply for the scholarships donated to our College by the Philanthropists.

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

The NCC unit of our College is attached to 1st Maharashtra Battalion N.C.C. (Army wing). It is authorised to enroll 60 students. The enrolled student attending parades for 120 hours alongwith 10 days camps are eligible to get 10 grace marks at the Mumbai University Examination.

#### N.S.S.

National Social Services unit of our college is attached to Mumbai University. The enrollment capacity is 50 volunteers. Each volunteers are required to complete 120 hours of social works per year to get 10 grace marks.

It is 2 years activity, after completing 240 hours, the volunteers will be awarded a certificate by the University.

#### CAMPUS INTERVIEWS

To provide job opportunities to the deserving students we organise the Campus interviews from time to time.

## FREE EDUCATION

### FOR GIRLS STUDENTS UPTO STD. XII

- I The Government of Maharashtra has extended the facility of Free Education to girl students upto Std. XII from the year 1985-86. They are, however, not exempted from the payment of the HSC Examination Fees and other deposits.
- II As per the directives of the Government, the Scheme of Free Education is available to following categories:
  - i. The benefit of this concession is to be given upto three children in a family. Thus the fourth and the subsequent child will not be eligible for this concession.
  - ii. This concession is available to girl students whose parents are residents of Maharashtra State for at least 15 years, and
  - iii. If a girl student fails to pass in any class, the concession shall be withdrawn from the instant. After she passes and is promoted to the next higher standard, the concession will be resumed again.
  - iv. The Parents/Guardians will have to submit a Declaration Form duly filled in to the office at the time of admission, alongwith two Xerox copies of Ration Card. Copies of this form can be obtained from the College office.

**FEES CHART (1ST & 2ND TERM) 2023 - 2024 (DEGREE COLLEGE)**

Sr. No.	PARTICULARS	F.Y. B.Sc.	S.Y. B.Sc.	T.Y. B.Sc.	F.Y.B.A./B.Com.	SY.B.A./B.Com.	T.Y.B.A./B.Com.	S.Y.B.Com. (Computer Subject)	T.Y.B.Com. (Computer Subject)
1	Tuition Fees	800	800	800	800	800	800	800	800
2	Library Fees	200	200	200	200	200	200	200	200
3	Gymkhana Fees	400	400	400	400	400	400	400	400
4	Other Fee/Ext.Curr.Activity	250	250	250	250	250	250	250	250
5	Exam Fees	2,000	2,000	2,350	2,000	2,000	2,350	2,000	2,350
6	Enrollment Fees	200	—	—	200	—	—	—	—
7	Disaster Relief Fund	10	10	10	10	10	10	10	10
8	Admission Processing	200	200	200	200	200	200	200	200
9	Utility Fees	250	250	250	250	250	250	250	250
10	Magazine Fees	100	100	100	100	100	100	100	100
11	I. D. Card & Lib. Card	50	50	50	50	50	50	50	50
12	Group Insurance	20	20	20	20	20	20	20	20
13	Students Welfare Fund	50	50	50	50	50	50	50	50
14	Development Fund	500	500	500	500	500	500	500	500
15	Vice Chancellors Fund	20	20	20	20	20	20	20	20
16	Uni.Sports & Curr.Activity	30	30	30	30	30	30	30	30
17	E-Suvidha	50	50	50	50	50	50	50	50
18	E-Charges	20	20	20	20	20	20	20	20
19	E-Attendance Charges	250	250	250	250	250	250	250	250
20	Computer Practical Fees	—	—	—	—	—	600	600	600
21	Laboratory Fees	800	800	800	—	—	800	800	800
22	Project Fees	100	100	500	100	100	500	100	500
23	Caution Money	150	—	—	150	—	—	—	—
24	Library Deposit	250	—	—	250	—	—	—	—
25	Laboratory Deposit	400	—	—	—	—	400	400	400
26	Student Aid Fund	50	50	50	50	50	50	50	50
27	Lab. Maintenance	200	200	200	—	—	—	—	—
28	Digitalization fees	250	250	250	250	250	250	250	250
29	Prospect Fees	—	100	100	—	100	100	100	100
30	Counselling Fees	50	50	50	50	50	50	50	50
31	<b>TOTAL</b>	<b>7,650</b>	<b>6,750</b>	<b>7,500</b>	<b>6,250</b>	<b>5,750</b>	<b>6,500</b>	<b>7,550</b>	<b>8,300</b>

- NOTE : 1) Document verification fees Rs. 600/- (be charged from the students those who are not from Board of Higher Secondary Education in Maharashtra.  
 2) For Foreign students Tuition Fees Rs. 4,000/- both terms.  
 (As prescribed by University of Mumbai)  
 3) Outsider students of S.Y.& T.Y.B.A., B.Sc. & B.Com. have to pay Caution Money, Library Deposit & Lab. Deposit as per first year students.  
 4) Eligibility Fee in case of students migrating from other University / Maharashtra Board Rs. 300/- for F.Y. Classes and in case students admitting in SY/TY Classes they have to pay Rs. 500/- as Eligibility & Enrollment Fees.  
 (Fees for Foreign National is Rs. 750/-)  
 5) Students will have to pay additional fee if it is revised by the University of Mumbai.

**FEES CHART (1ST & 2ND TERM) 2023 - 2024 (JUNIOR COLLEGE)**

Sr. No.	CLASS	Tuition Fees	Lab. Fees	Adm. Fees	Term Fees	Lib. Deposit	Lab. Deposit	Caution Money	Lab. Maintenance	Exam Fees & Stat.	Stu. Aid Fund	I Card & Lib. Card	Magazine Fees	E-Attendance Charges	Digitalization Fees	Prospectus Fees	Counselling Fees	OTHER FEES	TOTAL	I. T. Fees *	TOTAL With I.T.Fees
1.	XI Arts/Com.	240	—	20	40	100	—	100	—	300	50	50	100	250	250	—	50	500	2,050	6,000	8,050
2.	XI Science	240	70	20	40	100	100	100	150	300	50	50	100	250	250	—	50	500	2,370	6,000	8,370
3.	XII Arts/Com.	264	—	—	44	—	—	—	—	760	50	50	100	250	250	100	50	500	2,418	6,200	8,618
4.	XII Science	264	70	—	44	—	—	—	150	800	50	50	100	250	250	100	50	500	2,678	6,200	8,878
Freeship to Girls Students upto 3rd Child																					
5.	XI Arts/Com.	—	—	—	—	100	—	100	—	300	50	50	100	250	250	—	50	500	1,750	6,000	7,750
6.	XI Science	—	—	—	—	100	100	100	150	300	50	50	100	250	250	—	50	500	2,000	6,000	8,000
7.	XII Arts/Com.	—	—	—	—	—	—	—	—	760	50	50	100	250	250	100	50	500	2,110	6,200	8,310
8.	XII Science	—	—	—	—	—	—	—	150	800	50	50	100	250	250	100	50	500	2,300	6,200	8,500

- NOTE : 1. The above chart shows the fees to be paid at the time of admission.  
 2. Eligibility Fee of Rs.300/- who come from other State and Rs. 500/- for Foreign students. (Including Form Fees)  
 3. Students will have to pay additional fee if it is revised by the Government.  
 4. Document verification fees Rs. 600/-, who come from other State / Country.  
 5. IT Fees for XII Arts, Science & Commerce include Rs. 200/-, as HSC Board Practical Fees.  
 \*6. It is a non-aided course with limited number of seats. In the event of the cancellation of admission, the IT fees will not be refunded.

### Annexure 'A'

**UGC Regulation, 2009 for curbing the menace of Ragging in the Institutions of Higher Educations as per the directions of the Hon'ble Supreme Court has issued Regulations vide No. F.1-16/2007 (CPP-II) dated 09-07-2009, in which the Ragging is defines as under:**

**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, e-mails, 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.

### Duties and Responsibilities of the Parents/and other student :

- a. It shall be the responsibility of the parents/guardians of fresher to promptly bring any instance of ragging to the notice of the Head of the Institution.
- b. Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.

### FEES CHART (DEGREE COLLEGE) 2023-2024 Master of Arts (Islamic Studies) - I & II

Sr. No.	PARTICULARS	M.A.(Islamic Studies)-I	M.A.(Islamic Studies)-II
1	Tuition Fees	3,000	3,000
2	Library Fees	1000	1,000
3	Gymkhana Fees	400	400
4	Other Fees / Extra Curr. Activity	250	250
5	Enrollment / Registration Fees	1,025	0
6	Disaster Relief Fund	10	10
7	Admission Processing	200	200
8	Utility Fees	250	250
9	Magazine Fees	100	100
10	I.D. Card & Library Card	50	50
11	Group Insurance	40	40
12	Student Welfare Fund	50	50
13	Development Fund	500	500
14	Vice Chancellors Fund	20	20
15	Uni. Sports & Curr. Activity	30	30
16	E-Suvidha	50	50
17	E-Charges	20	20
18	Sports Contribution	30	30
19	Ashwamedha Fees	20	20
20	E-Attendance Charges	250	250
21	Caution Money	150	0
22	Library Deposit	250	0
23	Student Aid Fund	50	50
24	Digitallization Fees	250	250
25	Prospectus Fees	0	100
26	Convocation Fees	0	250
27	NSS	10	10
28	Counselling Fees	50	50
	<b>TOTAL</b>	<b>8,055</b>	<b>6,980</b>

- NOTE : 1) Document verification Fees Rs. 600/- will be charged from the students those who have passed their Degree from other University.  
 2) For Foreign Students the fees as prescribed by University of Mumbai for the said course.  
 3) Students will have to pay additional fees if it is revised by the University of Mumbai.



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