

Affiliated to the University of Mumbai



Sadhubella Education Society's

UG & PG College of Commerce

J. Watumull Sadhubella Girls College of Arts & Commerce

(Estd. 1994)

(NAAC Accredited)

Near Govt. Dispensary Ulhasnagar-421 001



PROSPECTUS 2011-12



Late Archarya Swamiji Ganeshdasji Maharaj
(Founder President)
Sadhubella Education Society



Shri. Uttam Singh Pawar
(Chairman)
Sadhubella Education Society



NAAC Accredited

J. Watumull Sadhubella Girls College

Near Government Dispensary,
Ulhasnagar - 421 001.
Phone : 0251-2731736

Management Members

- UttamSingh R. Pawar** - (Chairman)
(Ex-MP Industrialist)
- Dalbir Singh** - (Vice Chairman)
(Ex-Income Tax Commissioner)
- Narendra Shetty** - (Treasurer)
(Businessman)
- Nitin Bagwe** - (Secretary)
(Ex-Academic Council Member)
(Ex-Executive Member of State Board)
- Narendra Golani**
(Industrialist)
- Virendra U. Pawar**
(Businessman)

About the College

A Spiritual Leader, Visionary Figure Late Acharya Swami Ganeshdasji Maharaj, Founder of Sadhubella Education Society, believes that “The Need of time is to nourish the students for all round personality development much beyond academic excellence.” The weaker female section neglected by society since centuries touched the kind heart of our beloved Swami Ganeshdasji Maharaj. He started education specially for girls which flourish from bottom to top. Our college is the only girl’s college in Mumbai suburban areas affiliated to University of Mumbai. This step of the Swamiji was not only appreciated but supported from International level.

Due to globalisation and active participation of women in every field, our college came forward to start professional courses i.e. Bachelor of Management studies, B.Com. (Banking and Insurance). From last academic year we have started M.Com. (Accountancy)

The college has achieved academic excellence in the very short span. The students have proved themselves in academic field, sports & cultural activities. The faculty of the college strive hard for development of the students and are great support to them.

We expect every type of support and encouragement from every comer of the society to fulfil the dreams of Swamiji to bring the college on global arena.

Chairman's Message

Ours is an age of progress and exploring new avenues. Education is perhaps the only means to achieve it. Education helps develop individual personality, sense of responsibility towards society at large and nation. It makes us aware of our culture and traditions as well as global culture.

Every child has right to education let every learning day makes you compassionate, considerate and better human being.

Shri. Uttam Singh Pawar
Chairman
Sadhubella Education Society

Aims & objection of College

- a) Education to girls
- b) Inculcating moral, social, cultural vales
- c) Empowerment of girls
- d) Building confidence & personality development
- e) Economical independence
- f) Making them completent in the field of sports, orafory, arts, music literature etc.

Facilities

- a) Library
- b) Well equipped computer laboratory
- c) Specious ground with sport facilities.
- d) Canteen
- e) Auditorium
- f) Earn & Learn scheme
- g) Tours & Excursions
- h) Student's Welfare
- i) Placement cell
- j) Co-curricular & extra curricular activities
- k) National Service Scheme (N.S.S.)



About alumni association



It is an active association of ex-students of the college. These students participate in the college activities, give suggestions and help in the over all development of the college.

Courses Provided

On Grant Basis :

- 1) B. Com.

On Non-Grant Basis :

- 1) B.M.S., B. Com., Banking & M. Com.

Course Composition at the Three Year Integrated B.Com. Degree Programme

(Subjects offered)

F.Y.B.Com.

- 1) Commerce - Paper I
(Business System and
the Society)
- 2) Business Economics
Paper - I
- 3) Accountancy &
Financial Management
Paper - I
- 4) Foundation Course
Paper - I
- 5) Mathematics &
Statistical Techniques
- 6) Business
Communication
- 7) Environmental Studies

S.Y.B.Com.

- 1) Commerce - Paper II
(Marketing & Finance)
- 2) Business Economics
Paper - II
- 3) Accountancy &
Financial Management
Paper - II
- 4) Foundation Course
Paper - II
- 5) Business Law
- 6) Applied Component
(Any One)
 - a) Company
Secretarial Practice
OR
 - b) Travel & Tourism

T.Y.B.Com.

- 1) Commerce - Paper III
(Management and
Production Planning)
- 2) Business Economics
Paper - III
- 3) Special Group :
 - a) Financial
Accounting &
Auditing - Paper I
(Financial Accounting)
 - b) Financial
Accounting &
Auditing - Paper II
(Costing & Auditing)
 - c) Financial
Accounting &
Auditing - Paper III
- 4) Applied Component
(Any TWO)
 - a) Export Management
 - b) Direct & Indirect
Taxes
 - c) Computer System &
Applications
 - d) Industrial
Psychology at work.

Structure of Syllabus of BMS Course Sem. I to VI

F.Y.B.M.S. - SEM-1

- 1:1 Foundations of Human Skills
- 1:2 Introduction to Financial Accounts.
- 1:3 Business Law
- 1:4 Business Statistics
- 1:5 Business Communication
- 1:6 Principles of Management
- 1:7 Introduction to Computers
 - Theory: 60 marks + Internate: 40 marks = 100 marks.
 - Total 700 marks.
 - 50-60 lectures per subject, 4 lectures per Week.
 - For 1:7 (Introduction to Computers), additional Practical Session: 3 period per week for a batch of 20 students.

F.Y.B.M.S. - SEM-2

- 2:1 Business Environment
- 2:2 Industrial Law
- 2:3 Computer Applications in Business
- 2:4 Managerial Economics -1
- 2:5 Business Mathematics
- 2:6 Introduction to Cost Accounting
- 2:7 Environmental Management
 - Theory: 60 marks + Internate: 40 marks = 100 marks.
 - Total 700 marks.
 - 50-60 lectures per subject, 4 lectures per week.
 - For 2:3 (Computer Applications in Business), additional Practical Session : 3 period per week for a batch of 20 students.

S.Y.B.M.S. - SEM-3

- 3:1 Management Accounting
- 3:2 Managerial Economics - II
- 3:3 Marketing Management
- 3:4 Business Aspects in Banking & Insurance
- 3:5 Production Management & Materials Management
- 3:6 Strategic Management
 - Theory: 60 marks + Internate: 40 marks = 100 marks.
 - Total 600 marks.
 - 50-60 lectures per subject, 4 lectures per week.

S.Y.B.M.S. - SEM-4

- 4:1 Productivity and Quality Management
- 4:2 Direct and Indirect Taxes
- 4:3 Export Import Procedure and Documentation
- 4:4 Co-operatives & Rural Markets
- 4:5 Research Methods in Business
- 4:6 Public Relations Management
 - Theory: 60 marks + Internate: 40 marks = 100 marks.
 - Total 600 marks.
 - 50-60 lectures per subject, 4 lectures per week.

T.Y.B.M.S. - SEM-5

- 5:1 Human Resource Management
- 5:2 Service Sector Management
- 5:3 Financial Management
- 5:4 Elements of Logistics and Supply Chain Management
- 5:5 Business Ethics and Corporate Social Responsibility
- 5:6 Elective -1 :
Special Studies in Marketing OR
Special Studies in Finance OR
E-Commerce
- 5:7 Project Work
 - Theory: 60 marks + Internate: 40 marks = 100 marks.
 - Total 600 marks.
 - 50-60 lectures per subject, 4 lectures per week.
 - +100 marks Project (Grades to be allocated)

T.Y.B.M.S. - SEM-6

- 6:1 Entrepreneurship & Management of Small and Medium Enterprises
- 6:1 Operations Research
- 6:1 International Finance
- 6:1 Indian Management Thought and Practices
- 6:1 International Marketing
- 6:1 Elective - II:
Retail Management OR
Investment Analysis and Portfolio Management OR
Econometrics
 - Theory: 60 marks + Internate: 40 marks = 100 marks.
 - Total 600 marks.
 - 50-60 lectures per subject, 4 lectures per week.

BMS - Standard of Passing

- i) A candidate shall have to obtain a minimum of 50% marks in aggregate of each theory paper and a minimum of Grade of C in each project wherever applicable to pass particular semester provided that the candidate must have obtained a minimum of 35% of marks in semester-end examination for each theory paper.
- ii) A candidate shall be placed in First Class with Distinction if he/she secures a minimum of 50% marks in each theory paper and with a minimum Grade of C in each project in Semester V and at least 70% marks in theory papers of Semester V and VI taken together in aggregate.
- iii) A candidate shall be placed in First Class if he/she secures a minimum of 50% marks in each theory paper with a minimum of Grade of C in each project in Semester V and at least 60% marks in theory papers of Semester V and VI taken together in aggregate.
- iv) A candidate shall be placed in Second Class if he/she secures a minimum of 50% marks in each theory paper and a minimum Grade of C in each project in Semester V and less than 60% marks in theory papers of Semester V and VI taken together in aggregate.
- v) A candidate who fails at any particular theory papers shall be allowed to reappear for that theory papers. However, his/her internal evaluation marks shall be carried over. But he/she shall not be entitled to any class on passing.
- vi)
 - a) A candidate shall be allowed to keep terms for Semester II if he/she fails in not more than two theory papers at Semester I.
 - b) A candidate shall be allowed to keep terms for Semester III if he/she passes Semester I and Semester II OR if he/she fails in not more than two theory papers of Semester I and Semester II taken-together.
 - c) A candidate shall be allowed to keep terms for Semester IV if he/she passes in each semester I, II and III OR if he/she passes Semester I and fails in not more than two theory papers of Semester II and Semester III taken together.
 - d) A candidate shall be allowed to keep terms for Semester V if he/she passes in each of semester I, II, III and IV or if he/she passes Semester I and Semester II and fails in not more than two theory papers of Semester III and Semester IV taken together.
 - e) A candidate shall be allowed to keep terms for Semester VI if he/she passes in each of Semester I, II, III, IV and V OR if he/she passes Semester I, II and III and fails in not more than two theory papers or Semester IV and Semester V taken together, irrespective of his/ her Grade in Project-I of Semester V.
 - f) A candidate who does not secure a minimum grade of C in each project has to submit a fresh project till he/she secures a minimum of grade of C.
- vii) The evaluation of project I and II and viva-voce examination shall be by awarding grade in the seven point scale noted below :

<u>Number</u>	<u>Grade</u>	<u>Marks</u>
1	0	75 - 100
2	A	65 - 74
3	B	55 - 64
4	C	50 - 54
5	D	35 - 49
6	E	25 - 34
7	F	0 - 24

A candidate shall have to obtain Grade C in this seven points scale grade in project evaluation and viva-voce taken together to obtain 50% marks in project work.

B.Com. - Banking & Insurance

A specialised degree prepares a student for a career in addition to preparing the student for continued growth and life-long learning. It is with this objective in mind that the University of Mumbai has introduced two New Bachelor of Commerce Degrees which encompass a shift from general education to professional education.

COURSE COMPOSITION

F.Y.B.COM. (BI)	S.Y.B.COM. (BI)	F.Y.B.COM. (BI)
<p style="text-align: center;"><u>FIRST SEMESTER</u></p> <ul style="list-style-type: none"> • Environmental and Management of Financial Services. • Principles of Management. • Effective Communication - I. • Economics-I (Micro). • Quantitative Methods-I. • Introduction to Computer Systems. 	<p style="text-align: center;"><u>THIRD SEMESTER</u></p> <ul style="list-style-type: none"> • Law governing Banking & Insurance. • Financial Management - I. • Management Accounting (Tools & Techniques) • Customer Relationship (Mngt in B & I) • Information Technology in Banking & Insurance. • Organisational Behaviour. • Taxation of Financial Service 	<p style="text-align: center;"><u>FIFTH SEMESTER</u></p> <ul style="list-style-type: none"> • Marketing in Banking & Insurance. • Financial Services Management. • International Banking & Finance. • Financial Reporting and Analysis. • Security Analysis and Portfolio Management. • Auditing.
<p style="text-align: center;"><u>SECOND SEMESTER</u></p> <ul style="list-style-type: none"> • Principles of Practices of Banking & Insurance. • Financial Accounting. • Effective Communication - II. • Economics - II (Macro). • Quantitative Methods - II. • Business Law. 	<p style="text-align: center;"><u>FOURTH SEMESTER</u></p> <ul style="list-style-type: none"> • Universal Banking. • Financial Management-II. • Innovations in Banking and Insurance. • Corporate Law and Laws governing Capital Markets. • Entrepreneurship Management. • Financial Markets (Equity, Debt, Forex & Derivatives) • Cost Accounting of Banking & Insurance. 	<p style="text-align: center;"><u>SIXTH SEMESTER</u></p> <ul style="list-style-type: none"> • Strategic Management. • Central Banking. • International Business. • Human Resources Management in Banking & Insurance. • Business Ethics & Corporate Governance. • Turn around Management • Project Presentation - Banking & Insurance - II.

Course Composition at the
M.Com.
(Subjects offered)

M.Com. (Part-I)

Com. Group

Paper I : Business Policy and Strategic Management.

Eco. Group

Paper I : Economics of Global Trade & Finance.

Optional Group

Paper I : Advanced Financial Accounting.

Paper II : Advanced Cost Accounting.

M.Com. (Part-I)

Research Methodology.

Advanced Management Accounting.

Optional Group

Paper III : Advanced Financial Management.

Paper IV : Auditing & Taxation.

COLLEGE RULES

1. ADMISSION

- A) Application for admission to the college must be made on the prescribed printed form. The form must be accompanied by :
- 1) Form for Identity Card with 2cmx2cm size self recent photograph.
 - 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) F.Y. Class students MUST fill up the ENROLMENT FORM OF UNIVERSITY OF MUMBAI before the due date, that shall be announced by the college office through the circular on Notice Board, in due course of time. Last date of accepting the enrolment forms by college office is 16th August and by University of Mumbai is 31 st August. Students who fail to fill up the Enrolment Form, their admission will be treated as cancelled without any notice to such students.

N.B. No form will be accepted without the necessary accompaniments and two passport size photographs.

- B) Students who are granted admission must pay fees on the same day, failing which they will have NO CLAIM to the seat.
- C) 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.
- D) Leaving Certificate of the previous school or Transfer 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.

BUT THE SUBMISSION OF NO OBJECTION CERTIFICATE FROM THE PREVIOUS COLLEGE IS ESSENTIAL AT THE TIME OF SEEKING ADMISSION.

- E) in the case of the students where the Eligibility Certificate is required, shall be admitted to the college only provisionally and at her own risk. Such students must submit the provisional eligibility certificate at the time of admission and confirmation of eligibility must be provided on or before 30th October. Otherwise their admission shall be treated as cancelled. As per University of Mumbai Circular No. Eligibility (Patrata) /-fOt^ 2007 dated 1st October, 2007, 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, School Leaving Certificate, Passing Certificate or any other certificate / document, unless the concerned Board / University of the state issues the verification certificate to the concerned students.

FREESHIPS & COMCESSIONS

(Subject to revision at any time during the year 2010-2011)

Freeship to the Children of Economically Backward Class / Primary / Secondary Teachers / Non-Teaching Staff / Ex-Servicemen / Freedom Fighters

A) Freeship to Children of Economicalh/ Backward Class : (For Aided Division only)

i) Those students vvwhose parents / guardtan annual income is Rs. 15,000/- or below are eligible for E.Đ.C. Freeship.

ri) Students who wish to appiy for E.B.C. Freeship should appy in prescribed application form duly filled in and signed by S.E.O. (Special Executive Officer, Govt. of Maharashtra) and submit the same along with admission form.

B) Freeship to Children of Primary Teachers / Secondary Teachers / Non-Teaching Staff / Ex-Servicemen / Freedom Fighters

D Those students who wish to apply for PTC / SST / NTS / Ex-Sprvicemen / Freedom Fighter Freeship are required to apply in prescribed application form duly filled in and signed by Head Master / Head Mistress fer Children of Prjmary Teacher, Secondary Teacher and Non-Teaching Staff and counter signed by Bloctc Department Officer, in čaše of Pri- mary Teachers oc%.

ii) The following documents are required to be enclosed afong with above freeship form :

- a) Two attested Xerox copies of Marksheet.
- b) Two attested Xerox copies of Fee Receipt.
- c) Two attested Xerox copies of Ration Card.

The students must follow these rules strictly. Incomptete form will not be accepted under any circumstances. As per ordinance No. 119 such students who wiH not have a minimum 75% attendance will not be eligible for any kind of freeship.

STATE GOVERNMENT OPEN MERIT SCHOLARSHIP (FRESH AWARD) TO DEGREE COLLEGE STUDENTS

Those students who have secured 75% and above in the H.S.C. Examination can apply for the State Government Open Merit Scholarship (Fresh Award)

Students can get renewal of such Scholarship in S.Y. & T.Y. provided they secure minimum 50% of marks and fill up the Annual Progress Report Form vrithin 7 days from the date of admission.

NATIONAL MERIT SCHOLARSHIP

Those students who have secured tst / 2nd Rank at School / Junior College level can apply for the National Merit Scholarships. The forms for the same w»ll be issued from their re- spective School / Junior College where they have secured 1st / 2nd Rank or from the Divi- sional Secretary, Mumbai Divisional Board, Mumbai.

Students can get renewal of such Scholarship provided they secure minimum 50% of marks and fill up the Annual Progress Report Form vvithin 7 days from the date of admission.

SCHOLARSHIP & FREESHIP FOR BACKWARD CLASS STUDENTS

Government of India Post Merit Scholarship to Backward Class Students S.C., S.T., S.B.C., N.T., VJNT and O.B.C.

Those students who belong to any one of above mentioned categories and whose Parents / Guardian earn Annual Income upto Rs. 1,00,000/- or below are eligible for Scholarship.

B.C. Freeship to S.C. S.T. O.B.C.. SBC.. NT. VJNT Students

Those students who belong to any one of above mentioned categories and whose Parents / Guardian earn Annual Income upto Rs. 1,00,000/- or above are eligible for Freeship.

Documents required along with Application Forms for above mentioned scholarship 7 Freeship to S.C., S.T. / O.B.C. 7 S.B.C. 7 N.T. 7 V.J. 7 D.T. (All documents must be attested)

- a) Attested Xerox Copy of Caste Certificate of the Student.
- b) Attested Xerox Copy of School Leaving Certificate.
- c) Attested Xerox Copy of Statement of Marksheet.
- d) Original Copy of Annual Income Certificate stating Basic Pay, D.A., H.R.A., C.L.A., etc. and its deductions (From 1st April, 2009 to 31st March, 2010). If Parent / Guardian is in Private Service or Business, the annual income Certificate issued by Tahsildar is to be submitted.
- e) Attested Xerox Copy of Ration Card.
- f) Attested Xerox Copy of Domicile Certificate.
- g) Non-Creamy Layer Certificate in case of students applying for O.B.C. Freeship.
- h) Attested Xerox Copy of Fee Receipt.

The students seeking Admission on basis of Caste Certificates will be required to apply in prescribed application form for Scholarship 7 Freeship within seven days from the date of taking admission. No application form will be accepted after completion of seven days and students will have to pay full fees.

Those students whose attendance is less than 75%, their Scholarship 7 Freeship will not be sanctioned.

IMPORTANT NOTE :

Students seeking admission on the basis of Caste Certificate will be required to produce ORIGINAL CASTE CERTIFICATE AT THE TIME OF ADMISSION and must attach certified xerox copy of the same along with the admission form. without original Caste Certificate, the admission shall not be granted on the basis of Caste.

Fee Structure For Professional Courses

Sr. No.	Particulars	B.M.S.			B.Com. (Banking & Insurance)		
		F.Y. Revised	S.Y. Revised	T.Y. Revised	F.Y. Revised	S.Y. Revised	T.Y. Revised
1.	Tuition Fees	10000	10000	10000	10000	10000	10000
2.	Library Fees	300	300	300	600	600	600
3.	Gymkhana Fees	200	200	200	200	200	200
4.	Other Fees / Extra Curricular Activity	250	250	250	250	250	250
5.	Exam. Fees	1270	1270	0	1320	1320	0
6.	Enrollment Fees *	220		0	220		0
7.	Disaster Relief Fund	10	10	10	10	10	10
	Industrial Visrt Fees	500	500	500	500	500	500
8.	Admission Processing	200	200	200	200	200	200
9.	Utility Fees	250	250	250	250	250	250
10.	Magazine Fees	100	100	100	100	100	100
11.	ID Card & Library Fee	50	50	50	50	50	50
12.	Group Insurance Fees ***	20	20	20	20	20	20
13.	Student Welfare Fund	50	50	50	50	50	50
14.	Development Fees	500	500	500	500	500	500
15.	Vice Chancellors' Fund	20	20	20	20	20	20
16.	Univ. Sports & Cultural Activ'rt'y	30	30	30	30	30	30
17.	E-Suvidha	50	50	50	50	50	50
18.	E-Charges	20	20	20	20	20	20
	(A)	14040	13820	12550	14390	14170	12850
19.	Computer Practicals	1000	1000	1000	2000	1000	1000
	Laboratory Fees	1000	1000	1000	1000	1000	1000
	(B)	2000	2000	2000	3000	2000	2000
20.	Refundable :						
	Caution Money	150			150		
	Library Deposit	250			250		
	Laboratory Deposit	400			400		
	(C)	800	0	0	800	0	0
	Fees (A+B+C)	16840	15820	14550	18190	16170	14850
	*** Rs. 20 on 50,000 Policy						
	* Enrollment Fees - Only at the time of Entry	220			220		
	Wherever Applicable :						
	• Transcript - 5 copies (Additional Copy - 50/-each)	1000	1000	1000	1000	1000	1000
	• Admin. Form + Prospectus + Inform. Brochure	100	100	100	100	100	100
	• Transfer Certificate	100	100	100	100	100	100
	• Bonafide Certificate	20	20	20	20	20	20
	• No Objection Certificate .	20	20	20	20	20	20
	• Industrial Visit Fees	500	500	500	500	500	500
	• Alumni Association Fees (be collected from the students at the time of admission)	25	25	25	25	25	25
	• Document Verification Fees (be charged from the students those who are not from Board of Higher Secondary Education in Maharashtra)	400	400	400	400	400	400
	• Project Fees (be collected from the Students who are required to do the project as per the syllabus)	**	**	**	**	**	**

(** Rs. 5007- for 100 marks project, Rs. 1007- for 20 marks project and proportionately otherwise)

Fee Structure For F.Y./S.Y./T.Y. B.Com.

Sr. No.	Particulars	B. Com.		
		F.Y. Revised	S.Y. Revised	T.Y. Revised
1.	Tuition Fees	800	800	800
2.	Library Fees	200	200	200
3.	Gymkhana Fees	200	200	200
4.	Other Fees / Extra Curricular Activity	250	250	250
5.	Exam. Fees	600	600	0
6.	Enrollment Fees *	220		
7.	Disaster Relief Fund	10	10	10
8.	Admission Processing	200	200	200
9.	Utility Fees	250	250	250
10.	Magazine Fees	100	100	100
11.	ID Card & Library Fee	50	50	50
12.	Group Insurance Fees ***	20	20	20
13.	Student Welfare Fund	50	50	50
14.	Development Fees	500	500	500
15.	Vice Chancellors' Fund	20	20	20
16.	Univ. Sports & Cultural Activity	30	30	30
17.	E-Suvidha	50	50	50
18.	E-Charges	20	20	20
	(A)	3570	3350	2750
19.	Laboratory Fees	0	800	800
	(B)	0	800	800
20.	Refundable :			
	Caution Money	150	0	0
	Library Deposit	250 *	0	0
	Laboratory Deposit	0	400	400
	(C)	400	400	400
	Fees (A+B+C)	3970	4550	3950
	*** Rs. 20 on 50,000 Policy			
	* Enrollment Fees - Only at the time of Entry	220		
	Wherever Applicable :			
	• Transcript - 5 copies (Additional Copy - 50/- each)	1000	1000	1000
	• Admin. Form + Prospectus + Inform. Brochure	100	100	100
	• Transfer Certificate	100	100	100
	• Bonafide Certificate	20	20	20
	• No Objection Certificate	20	20	20
	• Industrial Visit Fees	500	500	500
	• Computer Practical Fees		600	600
	• Alumni Association Fees (be collected from the studentts at the time of admission)	25	25	25
	• Document Verification Fees (bechatedg from the studente those who are not from Board of Higher Secondary Education in Maharashtra)	400	400	400
	• Project Fees (be collected from the Studentts who are required to do the project as per the syllabus)	**	**	**

(** Rs. 500/- for 100 marks project, Rs. 100/- for 20 marks project and proportionately otherwise)
NOTE : Additional Fees Rs. 1,000/- wiii be charged as Tuition Fee instead of Rs. 3,000/- as per the University Circular No. CONCOL. / FEE / 292 of 2008 dated 7th July, 2008 for the unaided division.

Fee Structure For M. Com.

(Advanced Accountancy and Management) (Unaided Courses)

Fee	Amount (Rs.)
Tuition	6,000/-
Form and Prospectus Fee	100/-
Other fees / Extracurricular activities	250/-
University Exam. Fee	600/-
Mark Sheet	50/-
Library	1,000/-
Gymkhana	200/-
Admission Processing Fee	200/-
Vice Chancellors Fund	20/-
Magazine	100/-
Identity Card	50/-
Group Insurance	40/-
Student Welfare Fund	50/-
University Sports and cultural activity	30/-
Development Fee	500/-
Utility charges	250/-
Computer /Internet	1,500/-
E-Suvidha	50/-
E-charges	20/-
Disaster Relief Fund	10/-
Ashwamedha Fee	20/-
Total	11,040/-

Documentation Verification	: Rs. 400/- wherever applicable.
<u>Refundable Deposits</u>	:
Caution Money	: Rs. 150/-
Library Deposit	: Rs. 250/-
Registration Fee for M.Com. Part I only	: Rs. 800/-
Registration Form Fee	: Rs. 25/-
Convocation fee only for M.Com. Part II	: Rs. 250/-

N.B. :

Foreign students will have to pay five times of prescribed fees.

REFUND OF FEES

Degree College (Subject to revision from time to time)

Ordinance relating to the refund of all the fees shall be related to all the faculties.

O.2859 : Refund of Tuition, Development and all other fees after cancellation of admission :

The candidates who have taken admission in under graduate courses in Govt. colleges, in Govt. aided and unaided courses conducted by affiliated colleges, and recognized institutions may re-request for refund of fees after applying in writing for cancellation of their admission to the course. The refund of fees as applicable shall be made on or before 30th day after the date of cancellation and thereafter. The percentage of fee for the course shall be refunded to the candidate after deducting charges as follows :

Fee Deduction on Cancellation of Admission

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

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

- 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).
- The Fee charged towards group insurance and all fee components to be paid as University share (including Vice-Chancellor Fund, University fee for Sports and cultural activities, E-charge, Disaster Management Fund, Exam. Fee and Enrollment fee) are non-refundable if payment is made by the college prior to the date of cancellation.
- 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.
- AH refundable deposits (Laboratory, Caution Money and Library etc.) shall be fully returned at the time of cancellation.

Scheme of Examination (B.Com. - Banking & Insurance)

- A) Internal Assessment: 40 marks.
B) Semester-End Examination : 60 marks - Duration 2 hours.
A) Internal Assessment Allocation :
i) Two best of Periodical Class Tests
ii) A better of two assignments - Class presentation
iii) Active Class Participation
iv) Overall conduct, mannerism and articulation

Standard of Passing :

Students must get 40% marks in aggregate i.e. 40% marks in Internal Assessment (40% of 40 = 16 marks) as well as 40% in Semester-End Examination (i.e. 40% of 60 = 24 marks) separately in order to pass the examination.

Carry forward of Internal Marks :

A candidate who fails in any particular paper shall be allowed to re-appear for that theory paper, however his/her internal marks shall be carried forward.

Performance Grading - Passing Standard :

The performance grading of the student shall be of the seven point ranking system as under.

No.	Division	Total Percentage of Marks	Grade
I	I - I	65 or above	O
	I - II	60 -64	A
II	II - I	55 -59	B
	II - II	50-54	C
	II - III	45 - 49	D
III	III	40-44	E
IV	FAIL	30 or below	F

The performance grading shall be based on the aggregate performance of Internal assessment and Semester-End Examination.

ATKT is allowed as per the University Rules.

DISCIPLINE AND CODE OF CONDUCT

- 1) Students should carry their valid college Identity Cards whenever in the college or representing the college at the other place. Further, it should be produced for inspection on demand by the college staff.
- 2) No student should loiter in and around the college campus during lecture hours.
- 3) Students should not bring any outsiders to the college campus without prior permission.
- 4) Student should not collect any fund from class-mates or outsiders without the written permission of the Principal.
- 5) Students should not organise picnic without the prior written permission of the Principal.
- 6) Students should refrain from indulging in any form of ragging which has been notified as a cognizable offence by Government of Maharashtra Resolution No. TEM / 1096720 Dt. 6-9-1996.
- 7) Students should attend their lectures in the divisions allotted and not in any other class or division.
- 8) Students should read the NOTICE BOARDS from time to time and be informed to the instructions / information displayed for their benefit from time to time.
- 9) Students should deposit any lost property found by them, with the college office. Owners of lost property should claim the same from the office counter very next day.
- 10) Students should take care of college property and help in keeping the property safe and clean. Any damages to the property shall be paid by the students.

Change of Subject Form

To,
The Principal,
J. Watumull Sadhubella Girls College,
Ulhasnagar - 421 001.

Sir,

I am _____, student of your college of _____ Class. My Roll No. is _____. I request you change my Subject Combination as :

Subject Mentioned in Admission Form	Change desired

I am ready to pay Rs. 50/- as administrative charges 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.

FORM FOR IDENTITY CARD

For Degree College

To be filled by applicant in **BLOCK** letters.

Paste
Recent
Stamp size
Photo here

Name : _____
(SURNAME) (NAME)

(FATHER'S NAME) (MOTHER'S NAME)

Class : _____ Roll No. : _____

Residence Address : _____

Tel. No. : _____

Date of Birth : _____ Blood Group : _____

Mobile No. : _____ E-mail ID : _____

Fee Receipt No. : _____ Date of Admission : _____

Signature of Student

FOR OFFICE USE ONLY

Received on : _____

Received by : _____

Checked by : _____

Note : Student must submit stamp size photo along with this form.

Local Railway Concession

To,
The Principal,
J. Watumull Sadhubella Girls College, Ulhasnagar-1

Date : ___/___/ 20

Sir / Madam,

I request you to provide me the Railway Concession as per the following details.

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

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

Station From : _____ To : _____ (Monthly / Quarterly)

Date of Issue : _____ Date of Expiry : _____

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

Residential Address : _____

Student's Signature

Long Journey Concession

To,
The Principal,
J. Watumull Sadhubella Girls College, Ulhasnagar-1

Date : ___/___/ 20

Sir / Madam,

I request you to provide me the Railway Concession as per the following details.

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

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

Departure : Station From : _____ To : _____

Return : Station From : _____ To : _____

Verification : _____ Station

Residential Address : _____

Phone No. : _____

Native Place Address : _____

Student's Signature

Local Railway Concession

To,
The Principal,
J. Watumull Sadhubella Girls College, Ulhasnagar-1

Date : ___/___/ 20

Sir / Madam,

I request you to provide me the Railway Concession as per the following details.

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Student's Signature

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Phone No. : _____

Native Place Address : _____

Student's Signature





**J. Watumull Sadhubella
Girls College of Arts & Commerce**

Near Govt. Dispensary Ulhasnagar-421 001