



# PROSPECTUS 2023 - 2024

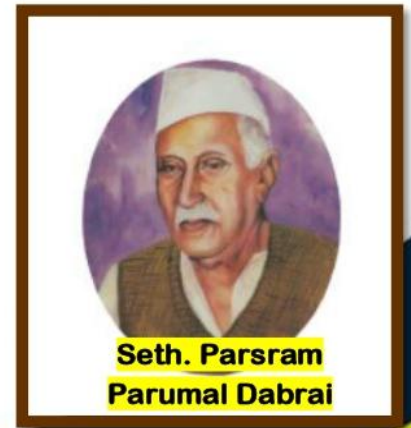
*SEVA SADAN'S*

**RAMCHAND KIMATRAM TALREJA  
COLLEGE OF ARTS, SCIENCE &  
COMMERCE ULHASNAGAR 421 003  
(DIST. THANE)**

**SINDHI LINGUISTIC MINORITY**



**Dr. Geetha S. Menon  
(In-charge Principal)**



**Seth. Parsram  
Parumal Dabrai**

**Reaccredited 'B++' by NAAC (3rd Cycle)  
(Permanently affiliated to University of Mumbai)**

Address: Shri. Chhatrapati Shivaji Maharaj Chowk,  
Kalyan Ambarnath Road, Ulhasnagar 421 003

PH. 0251 – 2730297

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## PROFILE

Seth Parsram Parumal (Baba), a great philanthropist and a visionary of his time, established an educational family trust, the **Seva Sadan** in the year 1950 to provide educational facilities to Sindhi migrants during the post partition period in Sindhunagar, today known as Ulhasnagar. The trust started **New Era School** in the year 1950 and dons the credit to have constructed the first cement concrete building of Ulhasnagar in 1957. In the year 1961, the trust started **Ulhasnagar Girls College**, the first college in the entire Konkan region. The college was later in the year 1967 renamed as **Ramchand Kimatram Talreja College of Arts, Science & Commerce** today popularly known as R.K.T College. It was the selfless spirit of “Baba”, which prompted him to rename the college after Ramchand Kimatram Talreja, who generously donated funds to the institution. In the year 1964 **Seva Sadan's College of Education** was started to impart training to the teachers.

The trust's relentless service and determination to carry the vision of Seth Parsram Parumal “Baba”, as was affectionately called by his friends and admirers, helped to place Ramchand Kimatram Talreja College as premier college during the 20<sup>th</sup> Century. The college was earlier affiliated to Pune University, and since 1978 to University of Mumbai with 2(f) & 12(B) status from the University Grant Commission. RKT College has both Junior college and Degree College with Undergraduate and Postgraduate courses catering to the needs of students from all walks of life.

## GOALS

The college aims to provide holistic education to its stakeholders. In addition to the regular academic programme, the college gives prominence to the development of students personality, aesthetic and moral perspectives too. Thus provide an opportunity to prepare the young generation to assimilate our complex socio-cultural environment and face the challenges ahead of them.

## MISSION STATEMENT

Our mission is to educate, enlighten and empower students in general and girls in particular thereby developing their mental, physical and emotional dimensions in order to create better citizens and society. To this end we endeavor to mobilize the available resources which are necessary for higher education and also add to the existing one.

## VISION

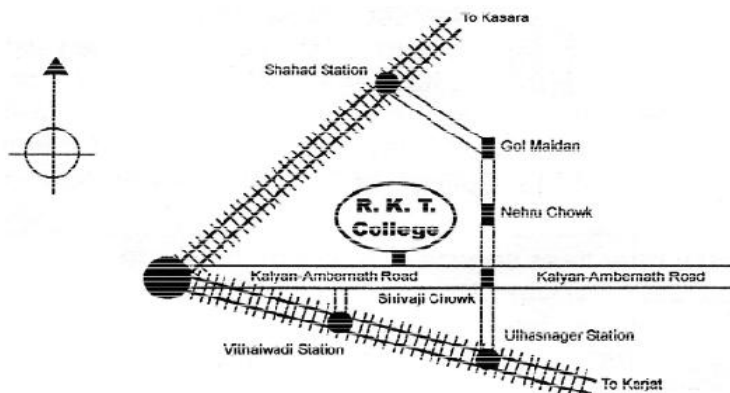
“छात्रा संस्कारेण सुजना भवन्तु”

*May students develop into good citizens through “Sanskaras”.*

## LOCATION

The Ramchand Kimatram Talreja College of Arts, Science & Commerce is situated near Shivaji Chowk in the heart of Ulhasnagar city on the Kalyan – Ambernath Road. It is about 1 km away from the “Ulhasnagar” Railway Station, 1.5 kms from “Vithalwadi” Railway Station (on the CST - Karjat Route); about 2 kms away from “Shahad” Railway Station (on the CST - Kasara Route) and about 5 kms away from “Kalyan” Railway Station. The College is easily accessible by both roadways and railways.

## MAP



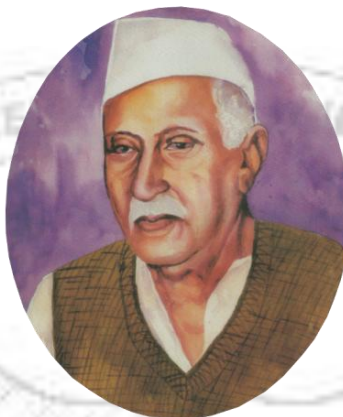


**Principal's Desk****Dr. Geetha S. Menon I/C Principal**

It is a long journey from the Ulhasnagar Girls College with less than one hundred girl students of pre-university Course in 1961 to Ulhasnagar College of Arts, Science and Commerce and finally to **R. K. Talareja College of Arts, Science and Commerce** with nearly eight thousand students belonging to various streams of Junior, Degree and post graduate sections. The College has grown as a shelter for more than 200 teaching and non-teaching staff members. I am proud to be associated with the Institution in my capacity as teacher, Vice Principal & I/C Principal.

The institution has made greater strides in both academic and extracurricular activities over the past decades. This year is no exception and the teachers and students have continued to shine in academic world and outside. Our Students, in addition to the routine curricular have participated in Avishkar Research convention, conducted by the University of Mumbai and have bagged three prizes, including Zone III (Thane Dist.) championship and category championship. The teachers attended seminars, conferences and workshops outside and many of them have presented papers. Our teacher Dr. Sheetal Pawaskar Bhosale being selected as the Editor of *Anushjubh* (Journal in Marathi). Dr. Ganesh Nikalje, Department of Botany is awarded SERB fellowship for Post doctoral work at South Korea for 06 months, two students from Botany, and two from Hindi have successfully been awarded Ph.D. for academic year 2022 – 2023.

The period of post COVID – 19 pandemic have given way to accepting the blended mode of education. The college adhering to the vision have continuously striving towards & facilitating skill based programme for empowering the students, thus enable reforming the mental status and personality of students in addition to regular conventional course. This academic year has been very special, we faced the Third cycle of NAAC and awarded 2.94 score with B++ Grade. We believe the oldest college of Thane District is young in spirit and dynamic in action.

**Late Shri Parsram Parumal Dabrai (Founder)****“ BABA ”****Collegiate Board**

1) Shri. Sanjay Vashdev Dabrai	:	President and Trustee
2) Shri. Mohanlal Israni	:	Vice-President
3) Shri. Kamlesh Talreja	:	Secretary
4) Shri. Avinash Rajpal	:	Joint Secretary
5) Shri. Bansilal Wadhwa	:	Trustee
6) Dr. Vijay Punjabi	:	Trustee
7) Mr. Puran Chugani	:	Trustee
8) Dr. Ram Rajpal	:	Member
9) Mrs. Neena Sadarangani	:	Member
10) Shri. Rohit Dabrai	:	Member
11) Shri. Satish Panjabi	:	Member
12) Mrs. Kanchan Talreja	:	Member
13) Shri. Karan Dabrai	:	Member
14) Shri. Atish Chhabria	:	Member
15) Shri. Amit Menda	:	Member
16) Shri. Ajay Samat	:	Member

## College Infrastructure and Facilities

- **Library:** A full-fledged two floored computerized library brimming with books awaits the learners and opens a new world of information and enlightenment under the Librarian **Dr Neeta Gundawar**. It has spacious and serene interiors, a blessing to the students who have the constraints of space at their homes. Separate reading rooms are maintained for girls and boys. Library is open from 8.30am to 6.00pm on all working days throughout the year except Saturdays (upto 5.30 pm).

*Full – text Electronic Resources:* More than 6000 Journals with back files and 31,35,000 books, both full text are available in the library through network resource center for staff, students and researchers. These resources are available in the library as it subscribes, N – List Programme which includes J-Store database with more than 2,00,000 books and Journals. A special study room facility is available for staff & Ph.D. students. The special feature is Special section of books available for Competitive examinations for all the students.

*UGC Network Resource Centre* (developed by the funds received from UGC), provides internet and Printing facility to all the students. Further, it also has educational CD's browsing facility free of cost to all the students

1. Endorsement of Library Card – Tickets: All the students Junior, Degree and Post graduate identity card itself contain the library barcode. Two books can be issued on the same card. As the cards are meant for prolonged use they have to be maintained carefully for longer use.

2. Rules regarding issuing and returning of books:

- The books issued for home reading shall be returned within **fifteen days**. The students should not return the book on the date on which it is issued. Books issued on the identity card for current use in the library, should be returned before leaving the Library Hall. Books lying on the table for a long time will be taken away.
- During the period of examination, text book will have to be returned next morning before 8.30am. Otherwise the student will have to pay fine of Rs. 10/- per day.
- The students will have to compensate for loss of book by them; same copy of book should be replaced to the library. If exactly same copy is not available in the market, double the amount of cost of book should be paid to the Library.
- If a reading material is not returned to the Library, the students may not get the copy of his / her mark sheet from the college.

3. Library Fine: A fine of Re. 1/- per day will be charged if a book is not returned within a given time. Students are advised to check the date of returning the book before leaving the counter. No complaint will be entertained later.

4. Library Rules: Every student must submit his / her valid identity card / Library card at the entrance of the Library and reading Room.

- Pencil or ink marking and writing on the Library books, cutting pages of picture of books or any other way of mutilating the books will be breach of Discipline. The last reader will be held responsible and will be liable to a fine.
- The "Reference Books", Question Paper sets, Dictionaries, etc. will be issued for reference in the Reading Room only and on no account they should be taken out of the reading room.
- Student must refrain from disturbing their neighbor students in the Library and Reading Room. Smoking is strictly prohibited in the Library.
- Students should immediately inform the Librarian of any loss, damage to book borrowed by him / her on the Library card.
- Any matter not covered by this rules will rest at the absolute discretion of the Principal and college Librarian.
- Students should keep their baggage at the property counter.
- Students should not keep any valuables in their bags for example Mobile, Money purse, calculator.
- Student should take responsibility of their own valuables. Library staff is not responsible for any misplacement of student valuables.
- Students should maintain complete silence in the reading room.
- Students should contact Librarian to solve their problems. Argument with the staff on duty will not be allowed.
- Violation of these rules will be subjected to fine.
- Use of mobile phone is strictly prohibited in the Library, failing which fine of Rs. 100/- will be charged.

**Book Bank:** The book bank is available for needy and deserving students of the college. Such students should refer to the library, Text-Books Reference Section for detailed information.

- **Laboratories:** As the college conducts the classes from Junior college to the P.G courses, therefore lab is quite spacious. There are separate laboratories for junior and degree college students. The laboratories (Physics, Biology and CS-IT (first floor), Microbiology and Chemistry (ground floor); provide quality apparatus and chemicals. The laboratories are equipped with modern equipments and cater to the needs of students as per their syllabus. The post graduate Microbiology, Zoology and Botany laboratories are with sophisticated instruments to create better learning atmosphere.
- **Canteen:** The Canteen is attached to the main building (ground floor) and provides variety of foods under hygienic conditions. The Canteen is under supervision of the college administration.
- **Gymkhana:** A Modern gymkhana and gymnasium waits to welcome both boys and girls to make them fit and healthy, for it is said "a healthy body develops a healthy mind". The college gymkhana is the most preferred place to achieve sound health



along with education. Hosts of activities are conducted by the gymkhana to flourish in variety of Sports events. Every year the students win medals and trophies in the inter-collegiate games at University, District and at national levels. Medal wise our college is one of the top twenty colleges affiliated to the University of Mumbai. The college has two full time physical directors. They can train you for volleyball, football, and athletic competitions at national and international levels. For Indoor games like chess, table tennis, carom; the college provides special training. There is a separate gymkhana for girls. The college facilitates Hockey, Football, Kabaddi, Kho-kho, Weight lifting, best Physic, Power lifting, Volleyball, Ball badminton, Cricket, Cycling, Boxing, Yoga, Athletics, Cross country, Chess, Carrom etc. If you want to take part in any competition, you can contact any of our physical director and Coordinator **Ms. Seema Sindhgikar**.

- **Student Guidance & Counseling Cell (SGCC):** The cell is monitored by the Department of Psychology and headed by a psychology lecturer. A student willing to seek advice or guidance related to any specific personal problem can approach the Convenor and help oneself. Also certain psychological or mental issues can be addressed. The student identity will be kept confidential. Feel free to contact **Dr. Soni Narwani** at the Cell on the second floor of Office building.
- **Students Career Guidance & Placement Cell (SCGPC):** The team of teachers involved in the committee attends to enhance the employability skill of the students. Regular lectures and workshops are conducted to sharpen the skill of students and number of Corporate, Banks, and financial institutions offer placement/jobs at the end of third year of graduation. Keep track of the announcements by the convenor **Dr. Neelam Mulchandani**.
- **Students' Council:** The students' Council under the able guidance of Ms. Seema Sindhgikar and the President & Secretary along with members take the initiative to organizing various events in the campus. They co-ordinate with convenors of the committees to successfully conduct varieties of Programmes.
- **Girls Common Room:** Its on the third floor of the main building with facilities for the convenience of girl student.

### **Discipline and Code of Conduct:**

#### **Discipline:**

- Self Discipline is the best discipline. All students are expected to observe rules and regulation currently in force to enable the smooth working of the college.
- Smoking and Spitting is strictly prohibited.
- No Society or association shall be formed, no meeting be held and no person be invited to address the students in the college without prior written permission from the Principal.
- Students are prohibited from doing anything inside or outside the college that will interfere with its orderly administration or affect its public image. No outside



influence, political or any other, should be brought in to the college directly or indirectly.

- Students resorting to unfair means at the exams will be dealt in accordance with the provision of the Government of Maharashtra Act No. XXXI of 1982 and the Maharashtra Universities Act 1994.
- Students are strictly warned not to use cell phones during lectures and / or in classrooms. A strict action is initiated, if the student is found misusing the mobile phone as per the guidelines of University Circular No. 552 of 2004 dated 31-12-2004.

### Code of Conduct:

The Code of Conduct has been displayed on various locations in the college and published on the college website.

- Student should always carry their valid college identity card (ID) whenever in college or representing the college at any other place. Further, ID should be produced whenever demanded by any of the college staff.
- During the conduct of lectures, students should not loiter in and around the college premises.
- Students are directed not to bring any outsider to the college premises.
- The powers relating to the disciplinary action in the college will be with the Principal and his/her decision in this respect shall be final. Anyone who violates the code of conduct will be severely dealt with accordingly.

**Anti Ragging Cell:** Government of Maharashtra has notified ***Ragging as a cognizable offence*** and prohibited ragging in the campus. Anyone reported to be involved in any form of ragging will be severely dealt with by the Anti Ragging Cell in the college headed by **Dr. M.S. Dole**. Therefore, students are required to restrain from indulging in any form of ragging.

**Student Grievance Redressal Cell (SGRC):** Students who have grievances about the harassment related to Admissions, Exam results / Hallticket, misbehavior by staff or physical abuse can report the matter as a written complaint to the cell In-charge, **Mr. Sanjay Lalwani**.

**Railway Concession:** Students are entitled for short distance (local/daily journey) and long journey to native place (registered address in the admission form) at office Window no. 2

Rules for Railway Concession:

- 1) Students applying for Railway Concession for second time is required to produce fee receipt, I-card and pervious pass.
- 2) Students who fail to produce pervious pass will not be issued further concession as per the rules of Railway Authorities.
- 3) Validity of concession form is for **3 days only**. No change will be made in the date as per Railway Authorities.

**Long Journey:** Students applying for long journey concession for native place should note that native place address should be mentioned in admission form, during admission.

**Requirement:** Photocopy of fee receipt and I-card along with form fully filled and signed by Principal.

**Office Hours:** The office is headed by **I/C Registrar Ms. Shobha Takrani**. The scheduled working time is from **9.00 am to 4.30 pm**. The office counters/Windows timing is **10.00 am to 1.00pm**. Lunch break is from **1.00pm to 1.30 pm**. There are 6 windows providing following services to students.

<b>Services</b>	<b>Office Window No.</b>
Bonafide Certificate, NOC & Railway Concession (Junior & Degree)	Window No. 02 (Shri. Vivek Todankar)
Issue of Degree Certificates, Transfer Certificates H.S.C Passing Certificates	Window No. 03 (Ms. Asha Roy)
Junior College Admission Forms, Examination Forms.	Window No. 04 (Mr. Manoj Chaudhari)
Issue of Leaving Certificates (Junior College)	Window No. 05 (Mr. Santosh Satarkar)
Scholarship & Freeship Section	Window No. 06 (Ms. Jaya Valecha)
Cashier	Window No. 07 (Ms. Rajani Volety)

### **DEAR PARENTS / GUARDIANS**

You are the most vital link between your child / ward and the college. It is highly desirable on your part to keep track of the progress of your child / ward while he / she is in the college. We are always eager to apprise you the same.

According to the new University norms your child / ward stands to lose a full academic year if:

- ❖ **The attendance is less than 75%.**
- ❖ **Failure to give any one semester exam.**
- ❖ **Non – Submission of project reports etc.**
- ❖ **Any act of indiscipline, misbehavior or copying in the exams.**

Please remain in touch with the college authorities to know the progress of your child at periodic intervals to avoid unpleasant consequence and save a crucial academic year of your child / ward.

***The Principal and the college authorities will be always eager to help you.***

### **MOST IMPORTANT INSTRUCTIONS TO STUDENTS**

- ❖ **I card** should be always worn around the neck while in the college premises.
- ❖ Student should not smoke or chew Pan Masala or tobacco in the college premises.
- ❖ **No Parking** for vehicles of students inside the premises of the college.

### **JUNIOR COLLEGE SECTION**

#### **I) Admission Procedure**

1. Junior college admission is as per the online procedure of Govt. of Maharashtra. A student who has passed the S.S.C (Std. X) Examination conducted by the Maharashtra State Board of Secondary Education or an equivalent examination recognized by the Board is eligible for admission to the F.Y.J.C (Std. XI) Class.
2. The College will admit a student, who has passed an examination other than, that conducted by the Maharashtra State Board of Secondary Education, on **provisional** basis. Such students may contact the College Office immediately after securing admission, for guidance in securing Eligibility/ Migration confirmation from the HSC Board. Students seeking provisional admission will have to submit all the original documents viz., S.S.C Mark sheet, Passing Certificate & Migration, Leaving / Transfer Certification, Deed of Undertaking on Stamp Paper of Rs. 20 & verification of documents along with photo copies duly certified by the Education Officer of concerned authorized School, Board, before 15<sup>th</sup> September of the year of admission, there after late fee will be charged as per the guidelines of H.S.C Board.
3. Students from foreign countries will have to submit certificates as per appendix 'A', duly signed by the embassy, along with all other documents mentioned above.
4. Students who are seeking admission to XI<sup>th</sup> Arts / Science / Commerce are required to note that Admission is as per the merit, which is based on the aggregate / percentage marks scored at the qualifying examination and the reservation policy is not applicable as the institution belongs to the linguistic community-Minority status, 50% seats are reserved for the Sindhi Community.



5. Students belonging to reserve category and seeking admission must produce caste certificate issued by the competent authority of Maharashtra along with scholarship form. Failing which, the claim for admission / and freeship / scholarship will not be entertained under the Specified Category. In case of the students migrating from other States / Boards claiming admission will be allowed only if they submit caste – validating certificate from the competent authority of Maharashtra State.

6. Forms will be issued and accepted as per the schedule notified on the College Notice Board. There are separate counters for different faculty, and the parents / students should submit their Admission Forms at the respective designated counter. If the forms are not submitted at the respective designated counter, their claim will be considered in the open category.

7. Merit list will be displayed on the date and time as notified on the College Notice board. The Application Form along with copies of the following documents has to be enclosed:-

- a) True copy of SSC / Equivalent Mark Sheet along with original.
- b) True copies of School Leaving Certificate along with original.
- c) True copy of caste certificate issued by the competent authority.
- d) True copy of sports, Games and cultural proficiency certificate countersigned by the DSO.
- e) True copy of certificate indicating Freedom fighters, employee son transfer, Ex. Servicemen, natural calamities affected, handicapped, etc.
- f) True copy of Ration Card is needed for fees concession.
- g) One stamp size photograph, affixed on the Application Form.

8. Students who have been admitted on merit; must complete the admission formalities by paying the fees and submitting the required documents as per time and schedule notified, failing which their claim for admission will stand forfeited.

9. The College office will not entertain any application / request for seats reserved for the management.

10. Students of XI Arts, Science & Commerce who cannot appear for First or Second Semester Examination on Medical Ground, have to submit application for Re-examination with Medical Certificate. The student can appear for **ANY ONE** Semester Examination. There will be no re-examination for Unit Test.

## **II) Subjects to be Chosen from the list below:**

### **ARTS Faculty**

**F.Y.J.C (XI) – Total 08 Subjects**

**Compulsory Subjects: (04 Subjects)**

- 1.** English **2.** Environment Education **3.** Marathi / Hindi / Sindhi (Any one language)
- 4.** Physical Education

**Optional Subjects: (04 Subjects)**

1. Psychology 2. Economics 3. History 4. Geography 5. Political Science  
6. Hindi (if not offered as compulsory)

**S.Y.J.C (XII) (07 Subjects)****Compulsory Subjects: (04 Subjects)**

1. English Compulsory 2. Marathi / Hindi / Sindhi Compulsory 3. Environment Education  
4. Physical Education

**Optional Subjects: (04 Subjects)**

1. Psychology 2. Economics 3. History 4. Geography 5. Political Science  
6. Hindi (if not offered as compulsory)

**COMMERCE Faculty****F.Y.J.C (XI) & S.Y.J.C (XII) – 08 Subjects**

1. English 2. Marathi / Hindi / Sindhi / I.T\* Practice  
3. Organization of Commerce 4. Book-Keeping & Accountancy 5. Economics  
6. Mathematics\* / Secretarial 7. Environmental Education 8. Physical Education

\*\* Only 120 seats for Mathematics & 60 seats for Information Technology.

**SCIENCE Faculty****F.Y.J.C (XI) & S.Y.J.C (XII) – 08 Subjects**

1. English 2. Marathi / Hindi / Sindhi / I.T 3. Environmental Education 4. Physics  
5. Chemistry 6. Mathematics / Geography 7. Biology / Geography 8. Physical Education

\*\*Only 120 seats for Information Technology

**III) Examinations Rules:**

In Std. XI there will be 02 semester examination and 02 unit tests. Submission of project and attendance in tutorial is compulsory. Medical certificates will not be accepted for re-exam in both unit tests. There will be re-exam only for those who remain absent on medical ground or reason beyond their control (i.e natural calamities) at the end of each semester (Students who fail to submit projects will not be allowed to fill in HSC forms).

**IV) Freeship & Concessions:****1) Freeship to Children of Primary Teachers / Secondary Teachers / Non – Teaching Staff / Ex-servicemen / Freedom Fighters :**

- i) Those students who wish to apply for P.T.C / S.S.T / N.T.S / Ex servicemen / Freedom Fighter are required to apply in prescribed application form duly filled in and signed by Headmaster / Headmistress for children of Primary Teacher, Secondary Teacher and Non –Teaching Staff and counter signed by Block Development Office, in case of Primary Teachers only.
- ii) Following documents are required to be enclosed along with the above freeship form:
  - a) Two attested photo copies of Marksheet.
  - b) Two attested photo copies of Fee Receipt.
  - c) Two attested photo copies of Ration Card.

The students must follow these rules strictly. Incomplete form will not be accepted under any circumstances. As per Ordinance No.119, ***students who do not have a minimum 75% attendance will not be eligible for any kind of Freeship.***

**2.Girls Freeship:** In Junior College, girls are entitled to Freeship, provided they fill in the Freeship form at the time of admission in both the years separately. ***If the girl is the third or subsequent child then Freeship is not applicable.***

### **3.Scholarship &Freeship for Backward Class Students:**

a)**S.C. and S.T.:** Students whose parents /guardians earn annual income of Rs.2,00,000/- or below are eligible for **Scholarship** and income above Rs. 2,00,000/- are eligible for **Freeship**.

b)**NT, VJNT, SBC and O.B.C.:** Students whose parents / guardians earn annual income of Rs.1,00,000/-or below are eligible for Scholarship and income above Rs. 1,00,000/- are eligible for **Freeship**.

***Rajarishi Shahu Maharaj Merit Scholarship*** for SC / NT / SBC Students- Those securing 75% and above marks in S.S.C can apply for above scholarship in XI<sup>th</sup> standard and for **renewal** in XII<sup>th</sup> standard they have to fill the form again in XII<sup>th</sup> standard. ***As per the revised rules of the Government of Maharashtra the students should fill the forms online at MAHADBT Portal and submit the printouts along with relevant certificates. Students may seek guidance from the Scholarship section in office.***

c) Scholarship for **Physically Handicapped** Students: The students have to collect scholarship form from the office of MAHADBT, Thane and submit the same along with the required documents at the scholarship section (College Office, **Window No. 06**)

d)**Post Matric Scholarship** to Minority Communities: Muslims, Sikhs, Christians, Buddhists and Parsis have been granted benefit of the above scholarship with the annual income of Rs. 2 Lakhs and below. Such students have to open account with Bank of Maharashtra. Students securing above 50% of Marks are eligible for the scholarship.

***NOTE: The scholarship will not be given to the 3rd or later child in the family.***

- Documents required along with Application forms for above mentioned Scholarship / Freeship to S.C., S.T. / O.B.C. / S.B.C. / N.T. / V.J.N.T. / D.T.

- a) Attested photo copy of Caste Certificate of a student.
- b) Attested photo copy of School Leaving Certificate.
- c) Attested photo copy of Statement of Marksheet.
- d) Original of Annual Income Certificate.
- e) Attested photo copy of Ration Card.
- f) Attested photo copy of Domicile Certificate in case of girls freeship, if the place of birth is other than Maharashtra.
- g) Non-Creamy Layer Certificate in case of students applying for O.B.C./NT/SBC Freeship and Scholarship.



h) Attested photo copy of the receipt. As per the revised rules of the Government of Maharashtra the students should fill the forms online and submit the printouts along with relevant certificates. Students may seek guidance in scholarship section in the college office.

**NOTE: Students whose attendance is less than 75%, their Scholarship/Freeship will not be sanctioned.**

**Third child (excluding girls) in case of OBC/NT/SBC are not eligible for scholarship / freeship.**

#### **4. Scholarships:**

**i) State Government Open Merit Scholarship (Fresh Award):** Junior College students who have taken admission in **Science** are eligible if they have secured **80%** in S.S.C. For Arts and **Commerce**, the student should secure **70%**.

**ii) National Merit Scholarship:** Students those who have secured 1st / 2nd Rank at School / Junior College level can apply for the **National Merit Scholarships**. The forms for the same will be issued from the Divisional Secretary, Mumbai Divisional Board, Mumbai. Students can get renewal of such Scholarship provided they secure minimum 50% of marks & fill up the Annual Progress Report Form within 7 days from the date of admission.

**N.B: Those students whose scholarship claim is rejected will be entitled to pay full fees as prescribed in TABLE - I.**

#### **V) Attendance and Grant of Terms:**

a) It is mandatory for students to keep a minimum attendance of 75% of the lectures, practicals and tutorials separately, failing which their terms will not be granted. Those who fail to get the terms granted will not be eligible to appear for the annual exam.

b) SYJC students are required to note that the HSC examination forms are liable to be withdrawn, if they fail to maintain the minimum attendance condition.

c) Parents are requested to take special note of the mandatory condition of minimum attendance of their ward. Applications of leave of absence on account of bonafide illness or other reasons, deemed genuine by the Principal, should be submitted to the college office, for condonation of absence. The decision of the principal shall be final and binding in such matters.

#### **VI) Rules of Refund of Fees & Deposits:**

a) If a student informs the institution before commencement of the academic year, that he / she wants to withdraw his / her admission & that he / she cannot continue his / her education in the college for certain reasons, the institution shall refund the tuition fees, Laboratory fees, if any and library & Laboratory deposits, if any, in full. The admission fees shall, however, be retained by the institution.

b) If a student desires to withdraw his / her admission after the commencement of the academic year, the institution concerned shall retain the admission fee, term fee and the laboratory fees (if any) in full and also the proportionate amount of the tuition fee till

the end of the month in which the refund is claimed. The remaining amount of tuition fee, if any, shall be refunded along with the library and laboratory deposits.

### **List of Teaching Staff (Junior College)**

#### **I/C Principal**

**Dr. Geetha S. Menon**

#### **Junior College In-charge**

**Mr. Bharat Badgujar**

#### **English**

**Ms. S. Lohani**

Mrs. Sunita Hasani

Mr. A. J. Thakare

Mrs. Indu Singh

Mrs. Nidhi Narang

Ms. Manisha Pardesi

Ms. Harsha Punjabi

#### **Hindi**

**Dr. Yogendra Khatri**

Mr. B. U. Badgujar

Ms. Bhavna Gyanani

Ms. Suvarnamala Rathod

#### **Sindhi**

**Ms. Priya Bijlani**

#### **Marathi**

**Mr. B. B. Phadke**

Mr. U. B. Rote

Mr. Bharat Patil

#### **Biology**

**Ms. Priya Menda**

Ms. Komal Kukreja

Ms. Rachna Nanaware

#### **Physics**

**Mr. Avinash M. Rooge**

Mrs. Vinita. J. Chelaramani

Mr. Rajesh. Bhangale

Mrs. Kashish Durgia

Mr. Vinay Sharma

#### **Chemistry**

**Ms. K. S. Gajra**

Ms. Meena Chawla

#### **Supervisors**

Ms. Sunita Hassani (Commerce)

Ms. Bini Menon (Science)

Mr. S.A Thorat (Arts)

#### **Mathematics**

**Ms. Bini Menon**

Ms. Madhuri Chaudhary

Ms. Deepa Assudani

Ms. Hitakshi TahiIramani

#### **Physical Education**

**Mr. S. S. Rajguru**

#### **Environment Education**

**Mr. K. P. Chaudhary**

#### **Economics**

**Ms. Sunita Choudhari**

Mr. Sharad Thorat

Ms. Heena Sachdev

Ms. JeevikaParwani

Mr. Tushar Jadhav

#### **History**

**Mr. N. S Mehetre**

Mr. P. P. Phapale

#### **Commerce**

**Ms. Preeti Lalwani**

Ms. Vandana Kukreja

Ms. Harsha Wadhwa

Ms. Leena Kalra

Ms. Krishan Gurbani

Ms. Aarti Chhipa

#### **Political Science**

Ms. Sonal Saxena

#### **Psychology**

Ms. Pradnya Haldankar

#### **Geography**

Mr. Vijay Kurne

#### **Information Technology**

Ms. Laxmi Jeswani

**Junior College Timings:** The scheduled timing of XI<sup>th</sup> & XII<sup>th</sup> classes for Arts, Science & Commerce is **11.00 am to 5.20 pm.**

**Proposed Dates of Commencement of Examinations**

1 <sup>st</sup> Unit test (XI & XII)	:	1 <sup>st</sup> Week of August
1 <sup>st</sup> Semester Exam (XI & XII)	:	Last week of September
II <sup>nd</sup> Unit test (XI)	:	1 <sup>st</sup> week of January
Preliminary Exam (XII)	:	1 <sup>st</sup> week of January
II <sup>nd</sup> Semester Exam	:	4 <sup>th</sup> Week of March

**Fees Structure: TABLE - I**

Schedule	XI				XII			
	A	B	C		A	B	C	
	Arts & Com.	Science	FREESHIP & SCHOLARSHIP		Arts & Com.	Science	FREESHIP & SCHOLARSHIP	
			Arts & Com	Science			Arts & Com.	Science
<b>1. Adm Fees</b>	18	18	-	-	-	-	-	-
<b>2. SAF</b>	25	25	25	25	25	25	25	25
<b>3. Lib C.M</b>	10	25	10	25	-	-	-	-
<b>4. Term Fees</b>	36	36	-	-	44	44	-	-
<b>5. Exam Fees</b>	150	150	150	150	50	50	50	50
<b>6. I.D. Card</b>	50	50	50	50	50	50	50	50
<b>7. Tuition Fees</b>	216	216	-	-	264	264	-	-
<b>8. Lab Fees</b>	-	44	-	-	-	70	-	-
<b>Total</b>	<b>505</b>	<b>564</b>	<b>235</b>	<b>250</b>	<b>433</b>	<b>504</b>	<b>125</b>	<b>125</b>
<b>Outsider Students Std XII</b>	-	-	-	-	-	-	-	-
<b>Adm Fees</b>	-	-	-	-	18	18	-	-
<b>Lib/ Lab C.M.</b>	-	-	-	-	25	25	-	-
<b>Total Fees O/S</b>	-	-	-	-	<b>476</b>	<b>546</b>	<b>125</b>	<b>125</b>
<b>Note: -</b> <ul style="list-style-type: none"> <li>Above Fee Structure is subjected to change as per Maharashtra State Board's Instructions.</li> <li>Students selected / allotted I.T. subject have to pay Rs. 3600/- as I.T. Subject Fees.</li> </ul>								



**DEGREE COLLEGE & POST GRADUATE SECTION****(With Grant in Aid and Self Finance Courses)**

Varied course in the stream of Arts, Science and Commerce are available in the Degree College with great choice of subjects .We offer five specialization in Arts faculty (English, Hindi, Marathi, Economics & Marathi) and Science faculty (Chemistry, Botany, Zoology, Microbiology & Mathematics). The Post Graduate Section offers **M.A.** Degree in the subjects like Hindi, English, Marathi, History and Economics. It also offers **M.Sc.** in Botany, Zoology and Microbiology & **M.Com.** The admissions in **M.A.** and **M.Com.** is given by the college authorities where as the M.Sc. admissions are offered by the University of Mumbai. Students from any other University seeking admission will be required to furnish a Provisional Eligibility Certificate.

Any student desirous of changing the stream / subject at post graduation will have to appear for the qualifying test conducted by the college / University usually during the month of July.

**Admission**

- **Guidelines:** Admission is according to merit and other norms as laid down by the University, the Government or the Management from time to time. The Principal reserves the right to modify the guidelines regarding admissions, as and when such modifications are made by the government / University or the Management.
- **Criteria:**
  - i) At present on-line registration is compulsory for admission. F.Y.B.A /B.Com. / B.Sc. admission will be according to the directions issued by the University from time to time and subject to availability of seats in the college.
  - ii) A candidate for being eligible for admission to the 3 years integrated course leading to Degree of Bachelor of Arts, Science and Commerce must have passed Higher Secondary Examination of Mumbai Board or an examination recognized as equivalent with subjects, as may be specified by the University in Arts, Science and Commerce streams.
  - iii) Students passing an examination equivalent to std. XII of the Higher Secondary Board, Mumbai or from other states and migrating from other Universities, Boards and seeking admission to the First Year of the 3 years Degree Course, will be admitted only on production of "Provisional Eligibility Certificate" as stated under 0.111 of Mumbai University.

*0.111 : Students from another University or Board of Secondary or Intermediate Education or any other Statutory examining body seeking admission to the University shall apply to the Registrar for a statement of eligibility and except in the case of students from the Universities in the state of Maharashtra, who shall be required to pay fee Rs. 200/- only and for out of Maharashtra State pay a fee of Rs. 300/- (Fee for the foreign Nationals is Rs. 730/-). In addition the student will have to pay Rs. 400/- as a processing charge for confirmation of eligibility. The Registrar may issue a*

*provisional statement of eligibility if he is satisfied that the applicant is prima facie eligible for admission to this University. On production of such a provisional statement of eligibility, a student may seek provisional admission to this University at his own risk and on condition that he submits to the Registrar's office through the Head / Principal of his Institution / College, the necessary certificate in original together with a typed copy of each for confirmation of his eligibility before the closing of the academic term in which the student is provisionally admitted to the University. No Student from another University shall be admitted to any Institution maintained by or affiliated to the University except on production of a provisional statement of eligibility issued by Registrar.*

Such students should submit a migration certificate, statement of marks, and passing certificate in original along with true copies within two months from the date of admission, failing which their admission is liable to be cancelled.

iv) Student whose admission is provisional should note that, if the admission is not finally confirmed by University, their **term kept for the academic year will be treated as "null & void"** and they will not be allowed to appear in the final examination.

v) Foreign students will have to show the documentary evidence of conversion of their visa in addition to the said condition for eligibility.

vi) Student seeking admission is required to apply only in the prescribed form available from the college office.

vii) Once the admission is granted, fees will have to be paid on the same day, failing which admission will not be valid on the subsequent day.

viii) F.Y. Class students must fill up an Enrollment form of University of Mumbai before the due date that shall be announced by the college **via** circular on the notice board in due course of time. The last date of accepting the Enrollment form by college office is 20<sup>th</sup> August and by the University of Mumbai is 31<sup>st</sup> August. Students if fail to fill up the Enrollment form, their admission will be treated as cancelled without any notice to such Students ( **N.B: Due to COVID 19 ,there is a possibility of change of dates in accepting Enrollment forms**)

Those students who have secured 75% and above in the H.S.C Examination in science and 65% and above in arts and commerce can apply for the State Government Open Merit Scholarship (Fresh Award).

### **Attendance and Grant of Terms:**

a) Attendance of students is regulated by statue 0.119. *The explanation issued by the University vide No. UG/235/98 dated 3/7/98 relating to 0.119 says that: "For granting of terms attendance of 75% of theory, practical and tutorials (wherever prescribed) separately will be required out of the total number of lectures, practical and tutorials conducted in the term."*

b) Students who fail to maintain the condition of minimum attendance on account of bonafide illness, or any other reason which is deemed right by the Principal, should apply in writing to the Principal for leave of absence, prior or within 2 days from the date of commencement of such leave failing which they will be treated as defaulters.

c) All applications for leave of absence along with medical certificate, if any, are to be submitted to the college office and not directly to any teacher.

### **Scholarship**

- 1) Students who have secured 60% and above in Mathematics and Physics in HSC and opted for the same subjects in F.Y.B.Sc. are eligible for scholarships. If any other scholarship is notified by the Government the details will be put up on notice board.
- 2) Students can get renewal of such Scholarship in S.Y. and T.Y., provided they secure minimum 50% of marks & fill up the Annual Progress Report Form within 7 days from the date of admission.

### **Group Insurance**

Degree college students are covered in group insurance as per University scheme **Yuvaraksha**.

### **Extension Activities**

**N.C.C.:** For your country, if you plan for a year, you sow paddy, if you plan for a decade, plant trees, if you plan for a future, nurture youth, it is where National Cadet Corps (N.C.C) proves its significance and the College inculcates in youth a sense of Nationalism and Secular outlook that contributes towards the building of Nation. Our College provides a platform for upliftment of students in promoting camaraderie and resilience and hones cultural skills to preserve the cultural traditions and values of the society. The college has an N.C.C unit of 6 M A G H B N for boys. If you want to join N.C.C. you can enroll your name (boys).

**N.S.S.:** The National Service Scheme was introduced in 1969 as a pilot scheme in 37 Universities with the overall aim of developing the personality of Indian youth through community service. Our college is one of the pioneer institutions in providing training for social reforms through N.S.S. The N.S.S. unit of our college on the second floor of the office building, has been very active and over the years. The dedicated teachers and enthusiastic students, volunteers have endeavored to achieve the objective of National Services Scheme and the N.S.S motto "You Before Me". Our College organizes a variety of programmes like on co-operation, "Yuvak Shakar Shibir", AIDS day, Health Week, Pulse Polio donations and the variety of cultural events to fulfill our obligations to our nation. If you are interested in joining N.S.S. you can contact the Programme Coordinator.

**DLLE:** This is an extension activity introduced by the University of Mumbai to encourage and motivate the students to participate in various activities associated to society, entrepreneurial initiatives and community social work as a whole and groom the students into being a responsible citizen. The committee is headed by **Dr. Hema Pinjani** and **Dr. Sunit Paryani**.



### Various Associations & Committees:

R. K Talreja College is the hub of various activities. You can be a member of many associations to develop your personality. The following are the various associations you may join. Therefore you should get in touch with the teachers concerned. Notices for these associations are put up on the Notice Board from time to time.

<b>Sr. No.</b>	<b>Name of the Committee/ Cell/ Association/Club</b>	<b>Sr. No.</b>	<b>Name of the Committee/ Cell/ Association/Club</b>
1	<b>Examination Committee</b>	18	<b>NCC</b>
2	<b>Admission Committee</b>	19	<b>Public Relation Committee</b>
3	<b>Anti Ragging Cell</b>	20	<b>Research Promotion &amp; Development &amp; Cell</b>
4	<b>Attendance and Academic Monitoring Committee</b>	21	<b>Science Association</b>
5	<b>Arts &amp; Culture Committee</b>	22	<b>Career Development Committee</b> (Guidance, Counseling & Placement)
6	<b>Discipline Core Committee</b>	23	<b>Student Council</b>
7	<b>DLLE</b>	24	<b>Environment and Swachhata Committee</b>
8	<b>Language and literature Club</b>	25	<b>Undergraduate Research Cell</b>
9	<b>Humanities and Social Sciences Club</b>	26	<b>Unfair Means Committee</b>
10	<b>Entrepreneurship &amp; Incubation Cell</b>	27	<b>Special Cell</b>
11	<b>College Grievance Redressal Cell (students)</b>	28	<b>Marathi Bhasha Cell</b>
12	<b>Gymkhana Committee</b>	29	<b>Teachers Placement committee</b>
13	<b>Internal Complaint Committee</b>	30	<b>Website and Technical Committee</b>
14	<b>Internal Quality Assurance Cell</b>	31	<b>Women Development Cell</b>
15	<b>Library &amp; Information Services *(Book Bank)</b>	32	<b>Commerce &amp; Accounts Committee</b>
		33	<b>Student's Guidance and Counselling Cell</b>
16	<b>Magazine Committee</b>	34	<b>Human Values</b>
17	<b>NSS</b>	35	<b>Purchase Committee</b>

**List of Teachers: Degree college****I/C Principal:** Dr. Geetha S. Menon**Vice Principal:**

Ms. Sangeeta Mankani (Science)

Ms. Hema Pinjani (Arts)

Mr. Sunil Khatri (Commerce)

**SINDHI**

Mr. Manoj Jotwani (Contractual).

**HINDI**Dr. Santosh L. Motwani (**H.O.D.**, Professor)

Dr. Reena Singh (Asst. Prof.)

**ENGLISH**Dr. Madhavi Nikam (**H.O.D.**, Professor)

Dr. Sunila Pillai (Asso. Prof.)

Dr. Neelam Mulchandani (Asst. Prof.)

Ms. Madhumanti Dasgupta (Asst. Prof.)

**MARATHI**Dr. Ms. Sheetal Pawaskar (**H.O.D.**, Asso. Prof.)

Dr. Prajakta Shitre (Asst. Prof.)

**ECONOMICS**Dr. Ms. M. S. Dole (**H.O.D.**, Asso. Prof.)

Mrs. Ashwini Pendse (Asst. Prof.)

Mr. Susanta Datta (Asst. Prof.)

Mr. Pramod Hiraji Dagade (Asst. Prof.)

Mr. Gulab Tilakdhari Singh (Asst. Prof.)

Mr. Vineet Chitte (Asst. Prof.)

**PSYCHOLOGY**Ms. S. D Sindgikar (**In- Charge**, Asso. Prof.)

Dr. Soni Narwani (Asst. Prof.)

**POLITICAL SCIENCE**Mrs. Suju Gujar (**In- Charge**, Asst. Prof.)**HISTORY**Dr. Rupali Mokashi (**H.O.D.**, Asso. Prof.)

Mrs. Hema S. Madan (Asst. Prof.)

Dr. Pravin Borkar (Asst. Prof.)

**COMMERCE**Mr. Sunit Paryani (**H.O.D.**, Asst. Prof.)

Mrs. Madhuri Budhrani (E.V.S, Asst. Prof.)

Dr. Chandar H. Rohra (B.L., Asst. Prof.)

**CHEMISTRY**

Mrs. J. N. Sadhwani (Asso. Prof.)

Mr. S. C. Lalwani (**H.O.D.**, Asso. Prof.)

Dr. Ms. K. N. Radhamani (Asso. Prof.)

Mrs. B. R. Pathai (Asst. Prof.)

**PHYSICS**Mrs. S. Mankani (**H.O.D.**, Asso. Prof.)

Mr. S. V. Lalla (Asso. Prof.)

Mrs. Richa Badlani (Asst. Prof.)

**BOTANY**Dr. Geetha S. Menon (**H.O.D.**, Asso. Prof.)

Dr. Meena Rao (Asst. Prof.)

Mr. Jitendra Patil (Asst. Prof.)

Dr. Ganesh Nikalje (Asst. Prof.)

**ZOOLOGY**Mrs. Parmita Sharma (**H.O.D.**, Asst. Prof.)

Dr. Ajay Singh (Asst. Prof.)

Mr. Kuldeep Mhatre (Asst. Prof.)

**MICROBIOLOGY**Dr. Sunil Jagiasi (**H.O.D.**, Asso. Prof.)

Dr. Ranjana Khade (Asst. Prof.)

**MATHS**Mr. Manoj Narkhede (**H.O.D.**, Asst. Prof.)

Mr. Subhash Gaded (Asst. Prof.)

Mrs. Nikita Chandwani (Asst. Prof.)

**ACCOUNTANCY**Mrs. Alka G. Golani (**H.O.D.**, Asst. Prof.)

Mr. Sunil. Khatri (Asst. Prof.)

Mr. Bharat Khatri (Asst. Prof.)

**College Timings**

<b>BA &amp; BCom</b> (F.Y., S.Y & T.Y)	:	<b>7.10 am to 12.15 pm</b>
<b>B.Sc (F.Y., S.Y. &amp; T.Y.)</b>	:	<b>10.35 am to 2.40 pm</b>
<b>Practical</b>	:	<b>7.10 am to 10.30 am</b>

**Lecture Rooms**

**Ground Floor:** G1,G2& G3(Auditorium)  
**First Floor:** 104,106  
**Second Floor:**203-205;209-217  
**Third Floor:** 301-318  
**Principal & Vice Principal Office:** First floor  
**Staff Room:** Second floor  
**Junior College VP Office:** 208

**FACULTIES:****Arts Faculty:**

**F.Y.B.A – Subject to be offered (06)**

1. English Compulsory
  2. Marathi / Hindi / Sindhi Compulsory
  3. Foundation Course Paper – 1(Social Awareness & Personality Development)
- Optional Subject (Choose any **three** subjects)
1. Economics
  2. History
  3. Political Science / Psychology
  4. Marathi (Ancillary) / Hindi (Ancillary)/ Sindhi (Ancillary)/ English (Ancillary).

**NOTE: Psychology and Politics will be taught at F.Y.B.A and S.Y.B.A level only as Optional subject.**

“In the case of students from other states / Foreign Countries who have not studied any one of the compulsory second language (other than English) offered at the F.Y.B.A level in this University be allowed to continue their studies at F.Y.B.A by offering one more subject under the Social Sciences / Humanities Group of subjects in place of compulsory second languages in addition to the three optional papers) as per **University Circular क्र. पदवीपूर्व विभाग /42/2009 dated 27th Jan 2009.**

**S.Y.B.A – Subject to be offered (04)**

1. Foundation Course Paper – II
- Optional subject (Choose any **three** subjects. Two papers each)
- |               |            |                      |
|---------------|------------|----------------------|
| 1. Economics  | 2. History | 3. Political Science |
| 4. Psychology | 5. Marathi | 6. Hindi             |
| 7. Sindhi     | 8. English |                      |

**General Applied Component**

1. Business Communication

(Student has to offer same subjects which he / she had selected at F.Y.B.A)

**Note: College reserves the right to change the combination of the subjects of all courses.**

**T.Y.B.A.**

1. Economics 2. History 3. Sindhi

4. Hindi 5. English 6. Marathi

**Note: Students will have to offer 06 papers of one of the subjects offered at F.Y.B.A and S.Y.B.A as Major / Ancillary.**

**Post Graduate Courses****MA****1. Languages**

i) English (8 papers) ii) Marathi (8 papers) iii) Hindi (8 papers)

**2. Social Science**

i) History (8 papers) ii) Economics (8 papers)

**Ph.D. Centre** recognized under University of Mumbai: **Hindi**

**Commerce Faculty:****F.Y.B.Com.**

1. Foundation Course
2. Business Economics
3. Business Communication
4. Accountancy & Financial Management
5. Environment Studies
6. Mathematics & Statistical Techniques
7. Commerce

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

1. Foundation Course
2. Financial Accounting & Auditing (Introduction to Management Accounting)
3. Accountancy & Financial Management Paper – I
4. Commerce
5. Business Law
6. Business Economics
7. Applied Components (Any **One**)
  - a) Advertising b) Computer Programming

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

Compulsory Subjects:

1. Commerce Paper  
(Marketing of Human Resources Management)
  2. Business Economics
  3. Direct Indirect Taxation
- Special Subjects (**Three** Papers)



1. Financial Accounting & Auditing III (Financial Accounting) VII & IX
  2. Financial Accounting & Auditing IV (Auditing & Cost Accounting) VIII & X
- Applied Component: (Any **One**)
1. Sindhi
  2. Marketing Research
  3. Computer System

### **M.Com Programme - Accountancy**

#### **Under Choice Based Credit, Grading and Semester System Course Structure**

No.	Semester – I	Credits	No.	Semester – II	Credits
1.	Strategic Management	06	1.	Research Methodology for Business	06
2.	Economics for Business Decisions	06	2.	Macro Eco. concepts and Applications	06
3.	Cost & Management Accounting	06	3.	Corporate Finance	06
4.	Bus.Ethics & C. S. R	06	4.	E-Commerce	06
	Total Credits	24		Total Credits	24
No.	Semester – III	Credits	No.	Semester – IV	Credits
	<b>Elective Courses (EC)(any three)</b> Advanced Financial Accounting. Corporate Financial Accounting. (Skill based): Financial Management. Direct Tax. Financial Services	18		<b>Elective Courses (EC) (any three )</b> Advanced Auditing. Indirect Tax. International Financial Reporting standards. Personal Financial Planning. Financial Journalism	18
	Project Work: Project Work - I	06	2.	Macro Economics concepts and Applications	06
		24			24

### **Science Faculty:**

#### **F.Y.B.Sc**

Foundation Course – I

Any One Combination from the following Subject Groups:

1. Chemistry Physics Maths (CPM)
2. Chemistry Physics Botany (CPB)
3. Chemistry Microbiology Zoology (CMiZ)
4. Chemistry Microbiology Botany (CBMi)
5. Chemistry Botany Zoology (CBZ)
6. Computer Science (Unaided Section)
7. Information Technology (Unaided Section)

#### **S.Y.B.Sc.:**

Foundation Course –II (Scientific Methods, Science, Technology & Developments

Any One Combination from the following Subjects Group

1. Chemistry – Physics (CP)
2. Physics – Mathematics (PM)
3. Chemistry – Botany (CB)
4. Microbiology – Zoology (MiZ)
5. Chemistry – Microbiology (CMi)
6. Botany – Zoology (BZ)
7. Computer Science (Unaided Section)
8. Information Technology (Unaided Section)

**T.Y.B.Sc.: Major Subject & Applied Component**

1. **Physic** with Electronic Instrumentation
2. **Mathematics** with Computer Programming
3. **Chemistry** with Drug& Dyes
4. **Microbiology** with Environmental Science
5. **Botany** with Horticulture
6. **Zoology** with Horticulture
7. **Computer Science** (Unaided Section)
8. **Information Technology** (Unaided Section)

***Note: Students will not be allowed to choose the subject at Third Year with A.T.K.T. in lower classes. Choice of specialization Subject and Admission to T.Y.B.A/B.Sc. will be offered on merit basis only.***

**M.Sc.** by papers

1. Botany (Cytogenetic)
2. Zoology (Oceanography)
3. Microbiology

**Ph.D. Centre** recognized under University of Mumbai- **Botany, Microbiology.**

**Degree College Examination:**

Submission of Third Year University Examination Forms: University of Mumbai has issued the circular to follow the system of permanent dates for receiving the application of candidates in examination section. Following is the schedule of repeater students for submission of examination forms.

**Repeater Student** – Last date for submission of forms to University

i) **10th August** without late fees. ii) **30th August** with late fees.

***N.B : The dates are subjected to change due to COVID-19 Pandemic lockdown.***

**All students who have to fill online form should look for form filling dates regularly.**

**Choice Based Credit, Grading and Semester System (CBCGSS)** University of Mumbai has introduced the choice based credit, Grading and Semester system with effect from 2016-17 Each programme is divided in six semesters. The student has to earn 120 credits for successfully completing the degree over six semesters and the credit for each semester varies. The credits assigned for different subjects/courses vary. The credit system is applicable to first and second year undergraduate students in the academic year. The semester examination will commence from last week of September and last week of February.

**Additional Semester End Examination** :A learner who does not appear **i.e** remains absent for Examination in some or all the courses on medical grounds or for

representing the college / university in sports, cultural activities, activities of NSS, NCC or sports training camps conducted by recognized bodies / competent authorities OR fails in some or all the courses OR punished under 0.5050(12)(1) only (use of unfair means) OR for any other reason which is considered valid under exceptional circumstances and to the satisfaction of the Principal or the Head of the Institution, is eligible to appear for the additional examination. Student should submit the medical certificate within 3 days of remaining absent in the examination.

**ATKT examination:** The learner who has failed in the Semester End Examination and / or in the Additional Examination shall be allowed to appear for the ATKT examination conducted in the next term.

### **ATKT RULES**

#### **ATKT for Faculties of Arts & Commerce:**

- a) A learner shall be allowed to keep terms for semester II irrespective of number of heads of failure in the Semester I.
- b) A learner shall be allowed to keep terms for Semester III- if he/she passes each of Semester I & Semester II. **OR** A learner who fails in not more than four courses of Semester I and Semester II taken together with not more than two courses each in Semester I & II.
- c) A learner shall be allowed to keep term for Semester Irrespective of number of heads of failure in Semester III.
- d) A learner shall be allowed to keep term for Semester V – if he/she passes Semester I, Semester II, Semester III and Semester IV. **OR** A learner clears F.Y. or S.Y. in full.
- e) A learner shall be allowed to keep terms for Semester V Irrespective of number of heads of failure in the Semester V.
- f) The result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.

#### **ATKT for Faculty of Science:**

- 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 Science Programmes, carrying total 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 Science Programmes, carrying less than total 900 marks.)
- iii) A learner shall be allowed to keep terms for Semester IV irrespective of grades obtained in each course of Semester III. However learner has to pass either of Semester I or Semester II in order to appear for Semester IV.
- iv) 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** He / she passed Semester I and Semester II and fails in not more than three courses in each of Semester III and Semester IV. (For all Science programmes, carrying total 900 or more marks).

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

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

vi) The result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, Semester II, Semester III, Semester IV and Semester V. The students are advised to login to Mumbai University website [www.mu.ac.in](http://www.mu.ac.in) to get more details on choice based credit system.

**Copy Cases:** It has been observed that some of the students use unfair means during examination. In such cases the college authorities are compelled to take drastic action against defaulters. The degree of punishment ranges from loss of a term or total debarment from the University as Prescribed under 0.5050.

### **New Ordinances**

**Refund Of Fees**(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 unaided courses conducted by affiliated colleges and recognized institutions may request for refund of fees after applying in writing for cancellation of their admission to the course. The refund of fees as applicable shall be made on or before 30<sup>th</sup> day after the date of cancellation and thereafter. The percentage of fees for the course shall be refunded to the candidate after deducting charges as given in the Table below:

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

1) All the fee items chargeable for one year are as relevant University circulars for different Faculties (excluding the courses for which the total amount is fixed by other competent authorities).



2) The fee charged towards group insurance and all fee components to be paid as University share (including Vice – Chancellor Fund, University fee for sports and cultural activities, E-charge, disaster management fund, exam fee and Enrollment fee) are non – refundable if payment is made by the college prior to the date of cancellation.

3) Fee collected for identity card and library card, admission form and prospectus, enrollment and any other course specific fee 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 whatever admission are made through centralized admission process for professional and / or for any other courses by other competent Authorities, the Refund Rules are applicable if specified by such authorities (as per the rules of relevant agencies) for the 1st year admission. ***In case of admission to subsequent years of the course, 0.2859 is applicable for cancellation of admission.***

As per letter no. 2008 (4/08) Dated – 5th July, 2008 from the Govt. of Maharashtra; students applying for duplicate marksheet will have to produce an affidavit on stamp paper of Rs. 50/- and F.I.R registered with a police station along with necessary fees for duplicate mark sheet.

### **Unaided Section**

SevaSadan 's R.K.Talreja College , offers several unaided programmes under the aegis “**Centre For Management Courses**”, at the 2<sup>nd</sup> campus ( R.No. 20, 2nd floor ,Near Mayur Hotel, Opposite Central Hospital, Ulhasnagar-3.Telephone:- 0251-2712897 & 0251-2974970).

**College Timings:** 8.00 a.m to 12.00 noon (Morning Shift)

**BMS :** This is a general management course, spread in Six Semesters during 3 years awarding BMS Degree by Mumbai University. There are 42 subjects and one project. Students undergo a rigorous training during 3 years helping them either to take up jobs at junior management level or opt for further studies like MBA, MMS etc. The Course offers ample opportunities for career building.

**B.Com. (Banking & Insurance) :** This is a Management Course which gives importance to studies of Banking and Finance Sectors as also insurance. All these three sectors are booming and there is ample growth potential. The Course is spread in Six Semesters during 3 years awarding B.Com (Banking and Insurance) degree by Mumbai University. There are 42 subjects and two projects. Students have to undergo rigorous training during three years. They will have great growth potential. They can go for further studies like MBA, MMS and they can also become Finance Professionals. They also have Job opportunity in Banking, Finance and Insurance Sectors.

**B.Com (Accountancy & Finance):** This is a Management Course tailor made for those who aspire to become Chartered Accountants or Financial

Professionals. The Course is spread in Six Semesters during 3 years awarding B. Com (Accountancy & Finance) degree by Mumbai University. Students have to rigorously study 40 subjects. They have to also undergo extensive training. They can opt for further studies like MBA, MMS. They can pursue courses offered by Institute of Chartered Accountants. This is an excellent course for those who wish to be Chartered Accountants or Financial Analysts. The Course is Professional in character and it also offers ample job opportunities.

**B.Com (Financial Markets):** The Course is spread in Six Semesters during 3 years designed to create additional avenue of Self Employment to the students; provide suitable & trained Persons for Financial Services Sector; prepare graduates to compete with the degree holders of Private & Foreign Universities; make the students aware about the practical aspect of the theoretical concepts and establish strong coordination between the Services Sector & the Institutions of Higher Education.

### Subject of Various Management Courses

#### B.M.S

First Year B.M.S	Second Year B.M.S	Third Year B.M.S
<b>Semester – I</b> 1. Introduction to Financial Accounts 2. Business Law 3. Business Statistics 4. Business Communication 5. Foundation Course – I 6. Foundation of Human Skills 7. Business Economics – I	<b>Semester – III</b> 1. Information Technology in Business Management – I 2. Foundation Course – III (EVS) 3. Business Planning & Entrepreneurial Management 4. Accounting for Managerial Decisions 5. Strategic Management <b>Marketing Group Electives:</b> 1. Consumer Behavior 2. Advertising	<b>Semester – V</b> 1. Logistics & Supply Chain Management 2. Corporate Communication & Public Relations <b>Finance Group Electives:</b> 1. Investment Analysis & Portfolio Managements 2. Commodity & Derivatives Market 3. Wealth Management 4. Financial Accounting <b>Marketing Group Electives:</b> 1. Services Marketing 2. E-Commerce & Digital Marketing 3. E-Commerce & Digital Marketing 4. Sales & Distribution Management 5. Industrial Marketing
<b>Semester – II</b> 1. Principles of Marketing 2. Industrial Law 3. Business Mathematics 4. Business Communication – II 5. Foundation Course Value Education and Soft Skill – II 6. Business Environment 7. Principles of Management	<b>Semester – IV</b> 1. Information Technology in Business Management – II 2. Foundation Course – IV (Ethics & Governance) 3. Business Research Methods 4. Production & Total Quality Management. <b>Financial Group Electives:</b> 1. Consumer Behavior 2. Advertising <b>Marketing Group Electives</b>	<b>Semester – VI</b> 1. Operation Research 2. Project Work <b>Financial Group Electives:</b> 1. International Finance 2. Innovative Financial Services 3. Project Management 4. Strategic Financial Management. <b>Marketing Group Electives:</b> 1. Brand Management 2. Retail Management 3. International Marketing

	<b>1. Integrated Marketing Communication</b> <b>2. Rural Marketing.</b>	<b>4. Media Planning &amp; Management</b>
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### B.Com (Banking & Insurance)

First Year B.Com (B & I)	First Year B.Com (B & I)	First Year B.Com (B & I)
<b>Semester – I</b> 1. Env. & Mgt of Financial Services. 2. Principles of Management 3. Financial Accounting – I 4. Business Communication – I 5. Foundation Course – I 6. Business Economics – I 7. Quantitative Methods – I	<b>Semester – III</b> 1. Information Technology in B & I – I 2. Foundation Course – III (Banking Sector) 3. Financial Market 4. Direct Taxation 5. Financial Market 6. Management Accounting 7. Organizational Behavior.	<b>Semester – V</b> 1. Research Methodology 2. International Banking & Finance 3. Financial Reporting & Analysis 4. Auditing – I 5. Strategic Management 6. Financial Service Mgmt.
<b>Semester – II</b> 1. Prin. & Prac of B & I 2. Business Law 3. Financial Accounting – II 4. Business Communication – II 5. Foundation Course – II 6. Organizational Behavior 7. Quantitative Methods – II	<b>Semester – IV</b> 1. Information Technology in B & I – II 2. Foundation Course – IV (Insurance Sector) 3. Corporate & Securities Law 4. Business Economics – II 5. Financial Management – II 6. Cost Accounting 7. Entrepreneurship Mgmt.	<b>Semester – VI</b> 1. Central Banking 2. Security Analysis & Portfolio Management 3. Auditing – II 4. Human Resource Mgmt 5. International Business 6. Project – I Banking & Insurance

### B.Com (Accounting & Finance)

First Year B.Com (A & F)	Second Year B.Com (A & F)	Third Year B.Com (A & F)
<b>Semester – I</b> 1. Financial Accounting – I 2. Cost Accounting – I 3. Financial Management – I 4. Business Communication – I 5. Foundation Course – I 6. Commerce (Business Environment) 7. Business Economics - I	<b>Semester – III</b> 1. Information Technology in Accountancy – I 2. Foundation Course in Commerce – III(FMO) 3. Business Law – II 4. Business Economics – II 5. Financial Accounting – III 6. Cost Accounting – II 7. Auditing – II	<b>Semester – V</b> 1. Financial Accounting – V 2. Financial Accounting – VI 3. Cost Accounting – III 4. Financial Management – II 5. Taxation – IV 6. International Finance
<b>Semester – II</b> 1. Financial Accounting – II 2. Auditing – I 3. Taxation – I 4. Business Communication – II 5. Business Law – I 6. Business Mathematics	<b>Semester – IV</b> 1. Information Technology in Accounting – II 2. Foundation Course in Management – IV (Intro. To Management) 3. Business Law – III 4. Research Methodology in A & F	<b>Semester – VI</b> 1. Financial Accounting – VII 2. Cost Accounting – IV 3. Financial Management – III 4. Taxation – V 5. Security Analysis & Portfolio Management 6. Project Work



	5. Financial Accounting 6. Auditing – III	
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**B.Com (Financial Markets)**

I Year B.Com (Fin. Mkts)	II Year B.Com (Fin. Mkts)	III Year B.Com (Fin. Mkts)
<b>Semester – I</b> 1. Financial Accounting – I 2. Introduction to Financial System 3. Business Mathematics 4. Business Communication – I 5. Foundation Course – I 6. Business Environment 7. Business Economics - I	<b>Semester – III</b> 1. Business Law – I 2. Foundation Course in Financial Markets – II (Money Market) 3. Management Accounting 4. Computer Skills – II 5. Equity Market – I 6. Commodity Market 7. Portfolio Management	<b>Semester – V</b> 1. Financial Derivatives 2. Business Ethics & Corporate Governance 3. Technical Analysis 4. Corporate Accounting 5. Equity Research 6. Direct tax – Income Tax
<b>Semester – II</b> 1. Financial Accounting – II 2. Principles of Management 3. Business Statistics 4. Business Communication – II 5. Foundation Course – II 6. Environment Science 7. Computer Skills - I	<b>Semester – IV</b> 1. Business Law – II 2. Foundation Course in Financial Market – IV (FOREX) 3. Corporate Finance 4. Business Economics – II 5. Equity Markets – II 6. Commodity Derivatives 7. Merchant Banking	<b>Semester – VI</b> 1. Risk Management 2. Venture Capital and Private Equity 3. Mutual Fund Management 4. Strategic corporate Finance 5. Indirect Tax – GST 6. Project Work

**Technical Coordinator: Ms. Laxmi Jeswani**

**B.Sc. (IT):** IT sector is booming. There is no dearth of opportunity in this sector. Keeping this in view this highly competitive Technical Course is designed. The Course is spread in six Semesters during 3 years. There are about 30 subjects and two projects. The course demands rigorous training. The successful students are offered the degree of B.Sc.(IT) by Mumbai University and job is guaranteed. Students can also opt for higher education like M.S.IT, MBA, MMS etc.

- Ms. Leena Chawla (In-Charge, I.T.)**

**B.Sc. (Computer Science):-** This is a three year integrated course. The students get extensive teaching in computer related matters. In three years the students are taught 11 computer related papers. Successful student is awarded the degree of B.Sc (Computer Science). This Course is also highly job oriented. Students can opt for higher education in the fields of computer applications or management. This Course also offers General Eligibility for management courses the student should have passed the HSC examination of any stream or equivalent examination in first attempt with atleast 45% marks (40% for Reserved Category). For B.Sc IT students should have passed HSC examination of Science stream with mathematics or Commerce stream with mathematics or equivalent examinations in first attempt with at least 45% marks (40% for Reserved Category).



- Ms. Shilpa Advani (In-Charge, C.S.)

### B.Sc (Information Technology)

First Year B.Sc IT	Second Year B.Sc IT	Third Year B.Sc IT
<b>Semester – I</b> <ol style="list-style-type: none"> <li>1. Imperative Programming</li> <li>2. Digital Electronics</li> <li>3. Operating Systems</li> <li>4. Discrete Mathematics</li> <li>5. Communication Skills</li> </ol>	<b>Semester – III</b> <ol style="list-style-type: none"> <li>1. Python Programming</li> <li>2. Data Structures</li> <li>3. Computer Networks</li> <li>4. Database Management systems</li> <li>5. Applied Mathematics</li> </ol>	<b>Semester – V</b> <ol style="list-style-type: none"> <li>1. Software Project Management</li> <li>2. Internet of Things</li> <li>3. Advanced Web Programming.</li> </ol> <b>Elective – I</b> <ol style="list-style-type: none"> <li>1. Linux System Administration</li> </ol> <b>Elective – II</b> <ol style="list-style-type: none"> <li>1. Enterprise Java</li> </ol>
<b>Semester – II</b> <ol style="list-style-type: none"> <li>1. Object Oriented Programming</li> <li>2. Microprocessor Architecture</li> <li>3. Web Programming</li> <li>4. Numerical &amp; Statistical Methods</li> <li>5. Green Computing</li> </ol>	<b>Semester – IV</b> <ol style="list-style-type: none"> <li>1. Core Java</li> <li>2. Intro. To Embedded Systems</li> <li>3. Computer Oriented Statistical Techniques</li> <li>4. Software Engineering</li> <li>5. Computer Graphics &amp; Animation</li> </ol>	<b>Semester – VI</b> <ol style="list-style-type: none"> <li>1. Software Quality Assurance</li> <li>2. Security in Computing</li> <li>3. Business Intelligence</li> </ol> <b>Elective – I</b> <ol style="list-style-type: none"> <li>1. Principal of Geographic Information System</li> </ol> <b>Elective – II</b> <ol style="list-style-type: none"> <li>1. Service Management</li> </ol>

### B.Sc (Computer Science)

First Year B.Sc CS	Second Year B.Sc CS	Third Year B.Sc CS
<b>Semester – I</b> <ol style="list-style-type: none"> <li>1. Computer Organization and Design</li> <li>2. Programming with Python – I</li> <li>3. Free and Open Source Software</li> <li>4. Database System</li> <li>5. Discrete Mathematics</li> <li>6. Descriptive Statistics and Introduction to Probability</li> <li>7. Soft Skill Development</li> </ol>	<b>Semester – III</b> <ol style="list-style-type: none"> <li>1. Theory of Computation</li> <li>2. Core Java</li> <li>3. Operating System</li> <li>4. Database Management Systems</li> <li>5. Combinatory and Graph theory</li> <li>6. Physical Computing and IOT Programming</li> <li>7. Skill Enhancement: Web Programming</li> </ol>	<b>Semester – V</b> <b>Elective – I</b> <ol style="list-style-type: none"> <li>1. Linux Server Administration</li> <li>2. Software Testing and Quality Assurance</li> </ol> <b>Elective – II</b> <ol style="list-style-type: none"> <li>1. Information and Network Security</li> <li>2. Web Services</li> </ol> <b>Skill Enhancement</b> <ol style="list-style-type: none"> <li>1. Game Programming</li> </ol>
<b>Semester – II</b> <ol style="list-style-type: none"> <li>1. Programming with C</li> <li>2. Programming With Python – II</li> <li>3. Linux</li> <li>4. Data Structure</li> <li>5. Calculus</li> <li>6. Statistical Method and Testing of Hypothesis</li> <li>7. Green Technologies</li> </ol>	<b>Semester – IV</b> <ol style="list-style-type: none"> <li>6. Core Java</li> <li>7. Intro. To Embedded Systems</li> <li>8. Computer Oriented Statistical Techniques</li> <li>9. Software Engineering</li> <li>10. Computer Graphics &amp; Animation</li> </ol>	<b>Semester – VI</b> <b>Elective – I</b> <ol style="list-style-type: none"> <li>1. Cloud Computing</li> <li>2. Cyber Forensics</li> </ol> <b>Elective – II</b> <ol style="list-style-type: none"> <li>1. Digital Image Processing</li> <li>2. Data Science</li> </ol> <b>Skill Enhancement</b> <ol style="list-style-type: none"> <li>1. Ethical Hacking</li> </ol>

### **FEES STRUCTURE 2023 - 2024**

<b>Degree (Aided)</b>		<b>Post Graduate</b>	
<b>Class</b>	<b>Fee Amount</b>	<b>Class</b>	<b>Fee Amount</b>
<b>FYBA</b>	6000	<b>M.A - I</b>	9480
<b>FYBCOM</b>	6000	<b>M.A - II</b>	8305
<b>FYBSC</b>	7200	<b>M.COM - I</b>	10280
<b>SYBA</b>	5380	<b>M.COM - II</b>	9305
<b>SYBCOM</b>	5380	<b>M.SC - I</b>	15730
<b>SYBSC</b>	6180	<b>M.SC - II</b>	14305
<b>TYBA</b>	5730		
<b>TYBCOM</b>	5730		
<b>TYBSC</b>	6330		

<b>Degree (Unaided / CMC)</b>			
<b>Class</b>	<b>Fee Amount</b>	<b>Class</b>	<b>Fee Amount</b>
<b>FYBAF</b>	16140	<b>FYBFM</b>	16140
<b>SYBAF</b>	17120	<b>SYBFM</b>	17120
<b>TYBAF</b>	15870	<b>TYBFM</b>	15870
<b>FYBMS</b>	16140	<b>FYBSC CS</b>	29380
<b>SYBMS</b>	17120	<b>SYBSC CS</b>	30360
<b>TYBMS</b>	15820	<b>TYBSC CS</b>	32610
<b>FYBBI</b>	16140	<b>FYBSC IT</b>	24780
<b>SYBBI</b>	17120	<b>SYBSC IT</b>	24260
<b>TYBBI</b>	15820	<b>TYBSC IT</b>	26410

### LIST OF HOLIDAYS YEAR 2023 - 2024

Date	Day	Name of Holiday	Day
28/06/2023	Wednesday	Bakri Id (Id-Uz-Zuha)	1
29/07/2023	Saturday	Moharam	1
15/08/2023	Tuesday	Independence Day	1
16/08/2023	Wednesday	Parsi New Year	1
19/09/2023	Tuesday	Ganesh Chaturthi	1
28/09/2023	Thursday	Id-E-Milad / Anant Chaturthi	1
02/10/2023	Monday	Mahatma Gandhi Jayanti	1
23/10/2023	Tuesday	Dussehra	1
14/11/2023	Tuesday	Diwali – Bali Pratipada	--
27/11/2023	Monday	Guru Nanak Jayanti	1
25/12/2023	Monday	Christmas	1
26/02/2024	Monday	Republic Day	1
19/02/2024	Monday	Chatrapati Shivaji Maharaj Jayanti	1
08/03/2024	Friday	Mahashivratri	1
25/03/2024	Monday	Holi (Second Day)	1
29/03/2024	Friday	Good Friday	1
09/04/2024	Tuesday	Gudi Padwa	1
10/04/2024	Wednesday	Ramzan-Id (Id-Ul-Fitr)	1
17/04/2024	Wednesday	Ram Navmi	1
01/05/2024	Wednesday	Maharashtra Day	1

- \* Holidays falling on Sunday are excluded from above list.
- \* Above Holidays may change with Government Holidays.

**SEVA SADAN TRUST**

**Seva Sadan** TRUST  
Efficiency, Excellency, Growth  
*Education Since 1950*

Seva Sadan is engaged since 1950 in providing educational services to the students of Primary School, High School, Junior College and Colleges with Post graduate courses apart from management courses and Fashion Design.

Late Baba Parsram Parumal Dabrai was its Founder and it was his courage of conviction and foresight that brought education to masses at all levels without any distinction of caste, colour and clime and today the following institutes are established and managed by Seva Sadan.

- ❖ R. K. Talreja College of Arts, Science and Commerce
- ❖ Seth Parsram Parumal New Era High School & Junior College
- ❖ New Era Sindhi & Hindi Primary School with Balmandir
- ❖ New Era English Primary School
- ❖ Seva Sadan College of Arts, Science & Commerce
- ❖ Seva Sadan College of Education
- ❖ Seva Sadan College of Design Studies



वर्ष तिसरे



महाराष्ट्र राज्य  
उच्च व तंत्र शिक्षण विभाग  
व महाराष्ट्र माहिती तंत्रज्ञान सहाय्यता केंद्र  
यांच्या संयुक्त विद्यमाने

# करिअर कट्टा

युवकांच्या सर्वांगीण विकासासाठी.....



## • आयएएस आपल्या भेटीला

- \* राज्य पातळीवरील स्पर्धा परीक्षा/महाराष्ट्र लोकसेवा आयोग
- \* पोलीस भरती
- \* बँकिंग सेवा
- \* स्टाफ सिलेक्शन कमिशन
- \* केंद्रीय पातळीवरील स्पर्धा परीक्षा (यु.पी.एस.सी.)

## • उद्योजक आपल्या भेटीला

- भारतीय संविधानाचे पारायण
- पर्यावरण शास्त्र अभ्यासक्रम

ध्येयाच्या  
वाटेवर  
सातत्याने

३६५  
दिवस

सभासद शुल्क  
रु. ३६५ (३ वर्षासाठी)  
५० कोर्स मोफत

वैशिष्ट्ये

राज्यातील पदवी प्रथम वर्षाला प्रवेशित सर्व विद्यार्थ्यांसाठी पहिल्या महिन्यात करिअरसाठी शासकीय व खाजगी क्षेत्रातील नोकरीच्या संधी व उद्योजकता विकास हा दोन क्रेडिटचा कोर्स मोफत. सर्व पद्धतीच्या स्पर्धा परिक्षेची इत्यंभूत माहिती दिली जाते, तसेच अभ्यासक्रम देखील शिकवला जातो.

५० शॉर्ट टर्म कोर्सेस मोफत प्रशिक्षण प्रति महिना पाच कोर्स याप्रमाणे.

एकदा नोंदणी केल्यास १,००० दिवस म्हणजे तीन वर्षे करिअर कट्ट्याचा लाभ घेता येईल.

करिअर कट्टा चॉईस बेस क्रेडिट सिस्टिम अंतर्गत १५ कोर्सची परीक्षा देवून प्रमाणपत्र मिळवणाऱ्या विद्यार्थ्यांना परीक्षा शुल्काच्या सवलतीच्या माध्यमातून ३७५ रुपये परत केले जातात.

नाव नोंदणी व अधिक माहितीसाठी ७५०७६५२५५५ या नंबरवर आपले नाव करा

College Co-ordinators :

Dr. Neeta D. Gundawar

(9699505924)

Dr. Ganesh Nikalje

(9969462817)

Mr. Manoj Narkhede

(8668936421)

Dr. Reena Singh

(9326287516)

**CAREER KATTA PDF PAGE 02 OF 03 Course List**

1) Python Programming	26) Digital Banking
2) Python for AI/ML	27) Digital Marketing
3) Python for web Development	28) Political Ethics and Value
4) Cloud computing	29) Leadership Development
5) Devops	30) Literacy about Judicial Process
6) Data analytics with tableau and power BI	31) Constitutional Values and Ethics
7) Social Media Profile Management	32) Certificate in Office Administration
8) Financial Literacy	33) Certificate in Training Management
9) Event Management	34) Organic Farming
10) Fund Flow Management	35) Fruits and Vegetables Drying Dehydration and Technology
11) Communication Skill & Personality Development	36) Certificate course in World Politics
12)बी पी टी १९५० संस्था नोंदणी कायदा प्रशिक्षण	37) Certificate course in Rural Development
13) Road Safety and Awareness Training	38) Scientific Temperament
14) परदेशी नोकरीच्या संधी आणि व्यक्तिमत्व विकास	39) Green Chemistry
15) Foundation Course in Business Law	40) Renewable Energy
16) माहिती अधिकार कायदा प्रशिक्षण	41) Nanotechnology
17) Soft Skill Training Program	42) Biotechnology
18) Certificate Course in Human Right	43) Medical Lab Technology
19) Certificate Course in Journalism	44) Nano Biotechnology
20) Communication Skill Program	45) Introduction to Forensic Science
21) Content Writing Course	46) Tourism Management
22) Basic of Cost & Works Accounting	47) Forensic Accounting
23) E- Filling	48) Cyber Law
24) Soft Skill Development	49) Office Management
25) Introduction to Basic Concept of Accounting	50) Consumer Protection Act 2019



## करिअर कट्टा विद्यार्थी नोंदणी फॉर्म

1) नाव :- .....

2) शिक्षण :- .....

3) ई-मेल आयडी :- .....

4) मोबाईल नंबर : 

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5) महाविद्यालयाचे नाव :- .....

.....

6) महाविद्यालयाचा कोड :- .....

7) करिअर कट्टा कोर्सचे नाव :-

● IAS आपल्या भेटीला

● उद्योजक आपल्या भेटीला

8) जिल्हा :- .....

9) तालुका :- .....

10) विद्यार्थ्याची सही :- .....

## महाविद्यालयाच्या माहती पुस्तक मध्ये छापीय चाइंग्रजी नमूना

### Draft to include in Prospectus Career Katta

(Career and Entrepreneurship Counseling, Skill Development, Internships, Placement, etc.)

Career Katta is an initiative of Department of Higher and Technical Education, Govt of Maharashtra and in coordination with Maharashtra Information Technology Support Centre. The college conducts various activities to guide students about Career, Competitive Examinations (UPSC, MPSC, Banking, SSB, SSC, Police, LIC, etc.), Entrepreneurship, Skill Development; Credit Earnings under new CBCS and NEP Curriculum Framework, Internship and Placement Opportunities, etc.

#### Eligibility to Join:

Any student admitted for any regular course in the college or college alumni referred by College Coordinator.

**Registration Fees:** One Time Rs. 365 for Three-year degree period (Rs. 0.36 per day), which will be reimbursed in the form of subsidy on examination charges of CBCS. It includes free access to all the activities, courses, State Level Competitive Exams, etc.

**How to Register:** Download the MITSC application from Google Play Store and pay fees using any online payment mode

**College Code:** A 466 (Please include the Career Katta code of the College)

**Contact:** For more details visit college webpage [www.ssrkt.edu.in](http://www.ssrkt.edu.in) or contact Coordinator Dr. Prashant Mandlik, Department of Chemistry, 94038 66611 or Career Katta Helpline 75076 52555

<p>करियर कट्टा मध्ये विद्यार्थ्यांनी नाव नोंदणी करण्यासाठी</p> 	<p>यूट्यूब वरील उपक्रमांमध्ये सहभागी होण्यासाठी सबस्क्राईब करा</p> 	<p>करियर कट्टा नियमित उपक्रमाची माहिती मिळवण्यासाठी सबस्क्राईब करा</p> 
<p><b>हेल्पलाइन नंबर : 750 765 2555</b></p>		