



Dapoli Education Society's
DAPOLI URBAN BANK SENIOR SCIENCE COLLEGE, DAPOLI

Permanently Affiliated to University of Mumbai
Best College Award by University of Mumbai
Re-Reaccredited by NAAC with 'B**' Grade (CGPA 3.003/4.00)

Prospectus

-:Address:-

Uday Nagar Road, Dapoli, Dist- Ratnagiri, Pin 415712 (Maharashtra)

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ABOUT COLLEGE, GOALS AND MISSION

Dapoli Urban Bank Senior Science College, Dapoli emerged as a prime institution catering to the aspirations of students of this region. Established in 1996, by Dapoli Education Society, it spearheads progressively to 1000+ students on roll, with best infrastructure, committed teaching and non-teaching staff and ever-enthusiastic student fraternity.

The Trustees of Dapoli Education Society had a dream of creating an 'Island of Knowledge' in Dapoli. The local cooperative bank 'Dapoli Urban Bank' gave a generous donation to Dapoli Education Society for the construction of college building. The college is devoted to the cause of quality education with special emphasis on value and character and hence takes pride in promoting overall development of youths.

VISION STATEMENT:

To provide quality higher education, the prime element of regional and national development and to embed moral & ethical virtues in order to develop the local youth to prove themselves globally.

GOAL & OBJECTIVE:

To spread science education quantitatively and qualitatively in Dapoli Tehsil & its vicinity.

MISSION STATEMENTS:

AFFILIATION AND ACCREDITATION:

College is permanently affiliated to University of Mumbai. The college has also received 2nd and 12^B status from University Grants Commission (UGC). The College was assessed for Accreditation in September 2004 (1st cycle) by the National Assessment and Accreditation Council (NAAC) set up by UGC and was awarded **B** grade (73%), “**B**” grade was awarded in February 2012 (2nd cycle) with **CGPA 2.72/4.0** & “**B++**” in March 2019 (3rd cycle) with **CGPA 3.003/4.0**.

OUR EXPECTATIONS FROM LEARNERS.....

HIGHLIGHTS OF THE COLLEGE

The College is ideally located at the center of Dapoli city, opposite to Mandlik Hospital and right back to S.T Bus stand (5 minutes of walking distance) on a spacious campus. The College is having hi-tech Laboratories, modern Library, an auditorium with all modern facilities like audio video devices and well-equipped Gymkhana with multi-gymnasium. Internet facility is also available to the students and faculty in library, laboratories and staff rooms.

The college has a vibrant work culture and a holistic approach to quality education is encouraged. The simultaneous development of the intellectual, physical, cultural and emotional sides of students is achieved through various academic, co-curricular and extra-curricular activities.

ACADEMICS

The results are always been on much higher sides both qualitatively and quantitatively. College provides good environment to the teachers for research resulting various research projects from different agencies namely University of Mumbai, University Grants Commission. Nearly 17 teachers received grants for Minor Research Projects from University of Mumbai; 06 teachers were awarded Minor Research Project from University Grants Commission. The college is running soil consultancy services to farmers from Ratnagiri district and to agriculture department of Government of Maharashtra.

MILESTONES IN THE DEVELOPMENT OF COLLEGE

WORKSCHEDULE OF THE COLLEGE

Lectures and Practical's are arranged between 7.30 a.m. to 5.00 p.m. Practicals are held in batches. The College Administrative Office hours are from 10.00 a.m. to 5.30 p.m. Office counters & cash transactions are allowed strictly between 10.00 a.m. to 01.30 p.m. except public Holiday and Second and Fourth Saturday. However, changes, if any in the timings are benotified.

GOVERNING COUNCIL, LOCAL MANAGING COMMITTEE, IQAC AND STAFF

DAPOLI EDUCATION SOCIETY

MANAGEMENT COMMITTEE 2017-2022

	Name	Designation
1	Dr. Vinay Prabhakar Sahasrabuddhe	President
2	Mr. Shreeram Ganapat Majalekar	Vice-president
3	Dr. Prasad Avadhut Karmarkar	Secretary
4	Dr. Sachin Mohan Gujar	Joint-Secretary
5	Mr. Nandkumar Ramachandra Shigwan	Trustee
6	Mr. Sameer Vasant Gandhi	Trustee
7	Mr. Kedar Bhikaji Sathe	Chairman
8	Mr. Pramod Chandrakant Talathi	Vice-Chairman
9	Mr. Dinesh Jayanand Nayak	Member
10	Mrs. Nilima Ashok Deshmukh	Member
11	Mr. Manik Tukaram Dabhole	Member
12	Mr. Ravindra Rajaram Kalekar	Member
13	Mr. Shrikant Shivaji Nijampurkar	Member
14	Mr. Uday Shankar Pawar	Member
15	Mr. Saurabh Ramchandra Bodas	Member
16	Mr. Nilesh Jayavant Jalgoakar	Member
17	Mr. Prasad Jayram Phatak	Member
18	Adv. Vijaysingh Chandrakant Pawar	Member
19	Mr. Nitin Narayan Shinde	Member

INTERNAL QUALITY ASSURANCE CELL (IQAC)

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. The college has constituted IQAC which is functional in developing a system for conscious, consistent and catalytic improvement in the overall performance of institutions

Objective: The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

College Internal Quality Assurance Cell (IQAC) (2019-2024)

Sr.No.	Name	Position
1	Dr. Sandesh Jagdale	Chairman
2	Mr. Saurabh Bodas	Management Representative
3	Dr. Subhas Chavan	Nominee from local Society
4	Mr. Ravindra Prabhudesai	Nominee from Industrialist
5	Dr. Mangesh Jatkar	Nominee from Stakeholders
6	Mr. Santosh Vichare	Nominee from Employer
7	Dr. Raghunath Ghalme	Coordinator/Director IQAC
8	Mr. Kailas Gandhi	Members (From Teaching Staff)
9	Dr. Ghanasham Sathe	
10	Dr. Rajendra More	
11	Dr. Ganga Gore	
12	Dr. Vikram Masal	
13	Mr. Santosh Marathe	
14	Mrs. Nanda Jagtap	
15	Dr. B.A. Yamgar	
16	Mr. Roshan R. Raut	Senior Administrative Officer
17	General Secretary, Students Council	Member (from Students)
18	Mr. Ketan P. Shigwan	Member (from Alumni)

COLLEGE DEVELOPMENT COMMITTEE (CDC) (2017-2022)

Chairperson of Management - (Chairman)	Mr. Kedar B. Sathe
Secretary of Management	Dr. Prasad Karmarkar
Head Nominated by Principal	Mr. D.D. Kulkarni
Teachers' member	Dr. R. S. More Dr. G.S.G ore Mr. K. V. Gandhi
One member from non-teaching staff	Mr. Mahesh Sanas
Four members nominated by Management	Mr. R. M. Kadam Mr. Balu B. Bhalgat Mrs. Nasira I. Parkar Mr. S uhas Raikar
Coordinator of IQAC	Dr. R.L. Ghalme
Secretary of Students Council	General Secretary
Principal of College (Member Secretary)	Dr. Sandesh Jagdale

TEACHING FACULTY (AY- 2021-2022)

Principal : Dr. S.P. Jagdale M.Sc., Ph.D.

Department of Chemistry

1	Dr. G.B. Sathe	Head & Vice-Principal	M.Sc., M.Phil, Ph.D., NET, SET
2	Dr. Mrs. G.S. Gore	Assistant Professor	M.Sc., M.Phil. Ph.D, B.Ed.,
3	Mr. K.V. Gandhi	Assistant Professor	M.Sc., M.Phil., DCS
4	Mr. S.S. Marathe	Assistant Professor	M.Sc., M.Phil.
5	Dr. B.A. Yamgar	Assistant Professor	M.Sc., Ph.D.
6	Mr. M.N. Lad	Assistant Professor	M.Sc.
7	Miss. P. P. Potkar	Assistant Professor	M.Sc.
8	Miss. N.M. Mundekar	Assistant Professor	M.Sc.
9	Miss. P.D. Borje	Assistant Professor	M.Sc.
10	Mr. S.S. Kadam	Assistant Professor	M.Sc.
11	Mrs. R.A. Deorukhakar	Assistant Professor	M.Sc.

Department of Botany

1	Dr. R.L. Ghalme	Head	M.Sc., B.Ed., M.Phil., Ph.D.
2	Dr. V.P. Masal	Assistant Professor	M.Sc., B.Ed., M.Phil., Ph.D.
3	Mr. A. V. Mulukh	Assistant Professor	M.Sc., B.Ed.
4	Miss. S.M. Awale	Assistant Professor	M.Sc.
5	Miss. D.V. Nagavekar	Assistant Professor	M.Sc.

Department of Zoology

1	Dr. S.P. Jagdale	Principal	M.Sc., Ph.D.
2	Dr. R. S. More	Head	M.Sc., M.Phil., Ph.D.
3	Mrs. N. B. Jagtap	Assistant Professor	M.Sc., B.Ed., M.Phil.
4	Mr. S. R. Temkar	Assistant Professor	M.Sc.
5	Miss. R.R. Naik	Assistant Professor	M.Sc.
6	Miss. S.M. Depolkar	Assistant Professor	M.Sc.

Department of Physics

1	Mr. D.D. Kulkarni	Head	M.Sc., M.Phil.
2	Mr. V.R. Joshi	Assistant Professor	M.Sc.
3	Mr. A.A. Nandiskar	Assistant Professor	M.Sc.

Department of Microbiology

1	Miss. P. S. Salvi	Head	M.Sc.
2	Miss. P.A. Patil	Assistant Professor	M.Sc.
3	Miss. S.S. Mane	Assistant Professor	M.Sc.

■ *Department of Environmental Science*

1	Mrs.A. A.Mohite	Head,	M.Sc.
2	Mr.A. V.Sutar	AssistantProfessor	M.Sc.

■ *Department of Computer Science*

1	Mr.S. S.Dongare	Head	M.Sc.
2	Mr.S. S. Salvi	AssistantProfessor	M.Sc.
3	Mrs.S.S.Pawar	AssistantProfessor	B.E.
4	Miss.M.R.Dalvi	AssistantProfessor	M.Sc.

■ *Department of Commerce*

1	Mrs.J.A. Chougale	Head,	M.Com., M. Phil.
2	Mrs.J.A. Dongare	Commerce	M.Com.
3	Miss.S.S.Salgaonkar	Commerce	M.Com.
4	Miss. Rujuta M. Joshi	Commerece	M.Sc. (Com), SET

■ *Library/Mathematics/Foundation Course /Sports*

1	Smt.K.R.Parchure	Librarian	B.Sc., M. Lib. M. Phil.
2	Mr. R. V Virkar	Mathematics	M.Sc.
3	Mrs.V.J.Dhamane	SportsDirector	M.A.,M. P.Ed

NON-TEACHING STAFF

Administrative & Library Staff

1	Mr.S. S. Bam	HeadClerk	Office
2	Mrs.S.U.Phadake	SeniorClerk	Office
3	Smt.R.R.Kadam	JuniorClerk	Office
4	Mr.R. R.Raut	JuniorClerk	Office
5	Miss.A.S.Shimpi	LibraryAssistant	Library
6	Mr.P. R. Shigwan	LibraryAttendant	Library
7	Mr.S.B.Gaikwad	Peon	Office
8	Mr.A.S.Ghosalkar	Peon	Office

Laboratory Staff

1	Mr. S. S. Pawar	LaboratoryAssistant	Chemistry(UG),Physics
2	Mr. V. S.Jadhav	LaboratoryAssistant	BiologicalSciences
3	Mr.M. H. Thik	LaboratoryAssistant	Chemistry(PG)
4	Mr.M.B. Sanas	LaboratoryAttendant	Chemistry
5	Mr.K.G. Virnak.	LaboratoryAttendant	Chemistry
6	Mr. R.T.Misal	LaboratoryAttendant	Physics
7	Mr.S.C. Shinde	LaboratoryAttendant	Botany(PG)
8	Mr.N.M. Karjivkar	LaboratoryAttendant	Chemistry(PG)
9	Smt.M.T.Yedekar	LaboratoryAttendant	Microbiology
10	Mr.R.S.Kadam	LaboratoryAttendant	Zoology
11	Mr.S. A.Jadhav	LaboratoryAttendant	Botany
12	Mr.S. B. Chavan	Watchman	CollegeCampus
13	Mr. K. V.Mohire	Watchman	CollegeCampus
15	Mr.M. V. Chavan	LaboratoryAttendant	BotanicalGarden
16	Mr. S.M. Kate	Watchman	LadiesHostel
17			

COURSES OFFERED:

Medium of instruction is English for all subjects. However, for Foundation Course, if students desire, they are allowed to write their answers in Marathi.

I) UNDERGRADUATE (SCIENCE):

F.Y.B.Sc.(7Papers)		S.Y.B.Sc.(7Papers)		T.Y.B.Sc.(5Papers)	
Compulsory (1Paper)	Optional Course	Compulsory (1Paper)	Optional Course	Major Subject (4Papers)	Applied Component (1Paper)
Foundation Course	1. Chemistry 2. Physics 3. Maths (2 Papers for each subject)	Foundation Course	1. Chemistry 2. Physics (3 Papers for each subject)	Chemistry	Pharmaceutical Chemistry & Dyestuff
	1. Chemistry 2. Botany 3. Zoology (2 Papers for each subject)		1. Chemistry 2. Botany (3 Papers for each subject)	Botany	Horticulture & Gardening
	1. Chemistry 2. Botany 3. Microbiology (2 Papers for each subject)		1. Chemistry 2. Zoology (3 Papers for each subject)	Zoology	Fishery Sciences
			1. Chemistry 2. Microbiology (3 Papers for each subject)	Microbiology	Biotechnology
				Physics	Electronic & Instrumentation
			Ability Enhancement Course	Computer Science (6Papers)	Skill Enhancement Course

Note: Once admission is sought to any class for a particular subject or subject combinations, change will be granted only with the permission of the principal, with valid reason and according to availability of seats.

II) UNDERGRADUATE (COMMERCE):

F.Y.B.Com(7Papers)	S.Y.B.Com(6Papers)	T.Y.B.Com(7Papers)
1. Foundation Course Paper-I 2. Business Communication 3. Business Economics Paper-I 4. Environmental Studies 5. Mathematical and Statistical Techniques 6. Accountancy and Financial Management Paper-I	1. Foundation Course Paper-II 2. Business Economics Paper-II 3. Accountancy and Financial Management Paper-II 4. Business Law 5. Commerce Paper-II (Management & Finance) 6. Advertising	1. Marketing & Human Resource Management (Commerce Paper-III) 2. Business Economics Paper-III 3. Financial Accounting and Auditing Paper-III 4. Auditing and Cost Accounting Paper-IV 5. Introduction to Management Accounting Paper-V

III) POSTGRADUATE(SCIENCE)(BY PAPERS):

Organic Chemistry	Analytical Chemistry	Botany (Plant Biology)	Zoology (Fisheries)	Environmental Science
40Seats	20Seats	20Seats	20Seats	20Seats

IV) POSTGRADUATE(SCIENCE)(BY RESEARCH)

Organic Chemistry	Botany
05Seats	07Seats

V) Ph.D. PROGRAMME (SCIENCE)

Botany	Zoology
08Seats	06Seats

VI) Skill Oriented Add-On Course Certificate Courses:

Globalization of education and economy has led the University Grants Commission (UGC) to reform and reshape its policies and programmes to make the current Indian Higher Education System more relevant and career-oriented with focus on quality and excellence. It is envisaged that professionally qualified graduates with a sound knowledge of their core disciplines and expertise in a concerned skill will have more openings in service, industry and self-employment sectors.

The scheme was designed to ensure that graduates who pass out after completing these courses would have knowledge, skills and aptitude for gainful employment in the wage sector in general and self-employment in particular. The UGC has introduced a flexible system of certificate/diploma/advanced diploma programme, which run parallel to the conventional B.A., B.Com. and B.Sc. degrees.

The college has successfully completed such add-on courses in the past. From last three years Physics Department of our college is conducting such on year certificate course which is sponsored by UGC.

List of certificate courses conducted by college:

Subject	Name of Certificate Course
Physics	Medical Electronics (T.Y.B.Sc.)
Microbiology	Food Microbiology (S.Y.B.Sc.)
Zoology	Fish Products & value added products in fisheries (T.Y.B.Sc.)
Botany	Applied Botany (S.Y.B.Sc.)
Commerce	Travel & Tourism Management (S.Y.B.Com.)
Chemistry	Soft Skills in Chemistry – (M.Sc.)
Computer Science	Computer Networking (S.Y.B.Sc.)

PROGRAMME OUTCOMES

▪ BACHELOR OF SCIENCE (B.Sc.)

PO1. CRITICAL THINKING

The curriculum is designed in such way that students should acquire an ability to observe accurately and objectively. They should be able to solve the problems and also think scientifically, independently and draw rational conclusions.

PO2. SCIENCE COMMUNICATION

Curriculum empowers communication skills in science which further enhances easy spread of scientific knowledge in the society.

PO3. SOCIAL INTERACTIONS

Students acquire national integration, community harmony, gender equality and nationalism which inculcate harmonized social interaction. Made aware of environment related issues.

PO4. EFFECTIVE CITIZENSHIP

Students acquire attributes of good citizens with certain ethics, made aware of environmental issues its management and planning.

PO5. ALL ROUND PERSONALITY

Students develop as all-round individuals possessing variety of values and skills conferred by extracurricular activities.

▪ MASTER OF SCIENCE (M.Sc.)

PO1. CRITICAL THINKING

The curriculum is designed in such way that students should acquire an ability to observe accurately and objectively. They should be able to solve the problems and also think scientifically, independently and draw rational conclusions.

PO2. SCIENCE COMMUNICATION

Curriculum empowers communication skills in science which further enhances easy spread of scientific knowledge in the society.

PO3. SOCIAL INTERACTIONS

Students acquire national integration, community harmony, gender equality and nationalism which inculcate harmonized social interaction.

PO4. EFFECTIVE CITIZENSHIP

Students acquire attributes of good citizens with certain ethics, made aware of environmental issues its management and planning.

PO5. ALL ROUND PERSONALITY

Students develop as all-round individuals possessing variety of values and skills conferred by extracurricular activities.

PO6

Integration of convergent and divergent thinking ability, which makes the students to differentiate between myth and realities and enable to develop new solutions for problems

PO7
Students acquaint with research attitude and able to find out research problems. They understand global, environmental and ethical issues by interdisciplinary kind of research

PO8
Students instill baseline thinking required for employment and entrepreneurship.

▪ **BACHELOR OF COMMERCE (B.COM.)**

PO-1

To create for the students of the University of Mumbai an additional avenue of self-Employment and also to benefit industry by providing them with suitably trained persons in the field of accounting & finance

PO-2

To prepare students to exploit opportunities being newly created in the accounting & finance field.

PO-3

To inculcate training & practical approach by using modern technology amongst the students in the field of Accounting & Finance.

PO-4

To give adequate exposure to the operational environment in the field of accounting & Finance.

PO-5

To understand writing skills and Business correspondence.

PO-6

To provide a platform for overall development of students and develop knowledge level and awareness of students about Recent Trends of World.

ADMISSIONS & ELIGIBILITY:

▪ **COMMENCEMENT OF ADMISSIONS:**

In general, admission to various classes will start immediately after the declaration of their results of the relevant Board / College / University examination- as per the notification from authorities.

▪ **RIGHT TO ADMISSION:**

The right to admission is left to the discretion of the principal. Admission is as per merit and other norms as laid down by the University, Government or the Management, from time to time. The principal reserves the right to amend / modify the guidelines regarding admission as and when such amendments / modifications are received from the Government / University or the Management as the case may be. This will be notified on the College Notice Board at the time of admission.

▪ **DOCUMENTS TO BE SUBMITTED:**

1. The Original Statements of marks of the previous qualifying examination passed by student, along with two photocopies attested by a competent authority.
2. For reserved category student, Caste validity certificates in original with one attested photocopy.
3. Original certificate of Freedom Fighter, Ex-servicemen, Defense Employees, Handicapped, Natural calamity affected etc. (if applicable).
4. No Objection Certificate (NOC) from the Principal of the College last attended & Enrolment number from the previous college for S.Y. B. Sc. & T.Y. B. Sc. Students.
5. School Leaving Certificate in original with one attested photocopy of the same (applicable only to the students of other Colleges desirous of joining our college).

▪ **ELIGIBILITY FOR ADMISSION TO FIRST YEAR:**

For admission to First year Science and Commerce, the student should have passed the standard XII examination conducted by the Maharashtra State Board of Secondary and Higher Secondary education or an examination recognized as equivalent with subjects as may be specified by the University.

Note: i) Students who have passed XII Arts and Commerce cannot be admitted to F. Y. B. Sc. & ii) Students who have passed XII Science or Commerce can be admitted to F. Y. B. Com.

▪ **ELIGIBILITY FOR STUDENTS COMING FROM MCVC STREAM:**

Students, passing the HSC (Std XII) examination with the MCVC stream, shall be eligible for admission to F. Y. B. Sc. for certain subject combinations only, depending on their subjects of the MCVC stream as specified in the following table.

Sr. No.	MCVC Group	Any one of the following subject's combination to be offered at F. Y. B. Sc.
1	Engineering Technology Group	1. Chemistry, Physics, Mathematics
2	Agriculture Group	1. Chemistry, Botany, Zoology OR 2. Chemistry, Botany, Microbiology

SCHEME OF EXAMINATION AND EVALUATION (UGC COURSES)

▪ **Rules for Choice Based Credit System (CBCS)**

Examinations are held by the affiliated colleges on behalf of University of Mumbai. Introduction of ten-point choice-based credit system for F. Y. classes came into effect from June 2016-17.

Faculty	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total Credits
Bachelor of Science (B.Sc.)	20	20	20	20	20	20	120
Bachelor of Commerce (B.Com.)	20	20	20	20	20	20	120

The performance of the learners shall be evaluated as follows:

Semester end examination of 100 marks by way of conducting the theory examination
(From academic year 2016-17)

▪ **Standard of Passing:**

To pass a course, a learner must score total 40 out of 100 marks in the Semester End Exam. For practical courses a learner is required to score 40% marks in each semester.

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

Rules and Procedure for providing Photo/Xerox copies of assessed answer-book/s:

1. The Facility of obtaining Photo/Xerox copies of assessed and/or moderated answer book/s by the examinee is extended with a view to bring transparency in the examinations system and its surety's credibility.
2. This facility, thus provided, shall be for theory paper only of all the examinations conducted by the University in the current session.
3. Under these rules applying for Photo/Xerox copies of answer-book/s shall not be permitted in respect of: The scripts of practical examination / sessional work / project work / dissertation / internal assessment / term work (including theory part) and a Viva voce / oral / practical examination. However within seven (07) working days from the date of declaration of the results or on issue of the statement of marks by the college the candidate shall be allowed to apply in the prescribed format for the head wise internal split of his marks obtained at such examinations along with payment of non-refundable fee of Rs.250/ by cash or D.D. drawn in favor of the Principal of the respective college to which the candidate has registered for the said course; and the provision of Rule 10 to Rule 24 shall be applicable mutatis mutandis, to the extent they shall be applicable, for supply of the head wise internal split of the marks, except that of apply for reevaluation.
4. The Photo/Xerox copy/iess shall be sought by submission of application in the prescribed form along with the non-refundable fee of Rs. 100/- per answer book by the examinee. The said fee shall be remitted by cash or D.D. drawn in favor of the principal of respective colleges to which the candidate belongs or through which the candidate has submitted the examination form. The examinees belonging to the reserved categories shall be granted 50% concession in fee.
5. The prescribed application form for obtaining Photo/Xerox copies of answer book shall have to be filled and signed by the applicant examinee only and shall be submitted to the respective college to which the candidate belongs or through which the candidate has submitted the examination form within seven (07) working days from the date of

the declaration of result of the examination or receipt of the statement of marks by the college/institute whichever is later.

6. Incomplete application forms shall be rejected without assigning any reason whatsoever and the fees paid along with the application form neither shall be refunded nor will any presentation be entertained.

Note:

- a. It will be the responsibility of the college to distribute the statement of marks immediately on receipt from the University.
- b. It will also be the responsibility of the student to collect the statement of marks from the College and apply for photo/Xerox copies or and revaluation within stipulated time.
- c. No application after the due date will be entertained on any ground whatsoever.
- d.

The Principal of the College will publish the last date of submission of application for photocopy of each examination on the noticeboard.

SCHEME OF EXAMINATION AND EVALUATION (PG COURSES)

Besides the regular B.Sc. and B.Com. Courses, the college has been recognized for following Post graduate Courses. All Post Graduate Programmes follow Credit Based Semester and Grading System (CBSGS).

MASTER OF SCIENCE (BY PAPERS)

Duration: 2 Years (Four Semesters)

Eligibility: B.Sc. (in relevant subject) from recognized University

▪ **SCHEME OF EXAMINATION**

Internal Assessment-

40 Marks Semester end Assessment 60 Marks

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

1. Internal Assessment: 40 marks by way of continuous evaluation
 - a. Class Seminar, class tests/Case study or a combination of these: 30 Marks
 - b. Active participation in class instructional: 05 Marks
 - c.

Overall conduct as a responsible student, mannerism and articulation and exhibit to form leadership qualities in organizing related academic activities: 05 Marks

2. Semester End Exam : 60 marks by way of conducting the theory examination

▪ **STANDARD OF PASSING:**

To pass a course, a learner must score total 40 out of 100 marks with minimum 16 marks out of 40 in the Internal Assessment and minimum 24 marks out of 60 in the Semester End Exam. For practical courses a learner is required to score 40% marks in each semester. There will not be any internal examination for practicals.

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

I. ORGANIC CHEMISTRY (INTAKE CAPACITY: 40)

Semester end Theory and Practical Examinations for Semester I & II

Paper	Subject	Duration	Marks
I	Physical Chemistry	2.5 hours	60
II	Inorganic Chemistry	2.5 hours	60
III	Organic Chemistry	2.5 hours	60
IV	Analytical Chemistry	2.5 hours	60

Semester end Theory and Practical Examinations for Semester III & IV

Paper	Subject	Duration	Marks
I	Theoretical Organic Chemistry	2.5 hours	60
II	Synthetic Organic Chemistry	2.5 hours	60
III	Natural Products and Spectroscopy	2.5 hours	60
IV	Medicinal and Bio-Organic Chemistry	2.5 hours	60

II. ANALYTICAL CHEMISTRY (INTAKE CAPACITY: 20)

Semester end Theory and Practical Examinations for Semester I & II

Paper	Subject	Duration	Marks
I	Physical Chemistry	2.5 hours	60
II	Inorganic Chemistry	2.5 hours	60
III	Organic Chemistry	2.5 hours	60
IV	Analytical Chemistry	2.5 hours	60

Semester end Theory and Practical Examinations for Semester III & IV

Paper	Subject	Duration	Marks
I	Quality in Analytical Chemistry	2.5 hours	60
II	Advanced Instrumental Techniques	2.5 hours	60
III	Environmental & Certain Industrially Important Materials	2 ^{1/2} hours	60
IV	Pharmaceutical, Biochemical & Organic Analysis	2 ^{1/2} hours	60

III. BOTANY (ANGIOSPERMS & PHYTOCHEMISTRY) (INTAKE CAPACITY: 20)

Semester end Theory and Practical Examinations for Semester I & II

Paper	Subject	Duration	Marks
I	Plant Diversity, Cryptogams	2.5 hours	60
II	Plant Diversity, Spermatophyta	2.5 hours	60
III	Plant Physiology	2.5 hours	60
IV	Cytogenetics	2.5 hours	60

Semester end theory and practical examinations for Semester III & IV

Paper	Subject	Duration	Marks
I	Techniques and Instrumentation	2.5 hours	60
II	Molecular Biology	2.5 hours	60
III	Angiosperms & Phytochemistry	2.5 hours	60
IV	Angiosperms & Phytochemistry	2.5 hours	60

IV. ZOOLOGY (FISHERY SCIENCE & OCEANOGRAPHY) (INTAKE CAPACITY-20)

Semester end theory examinations for Semester I & II

Paper	Subject	Duration	Marks
I	Non-chordates, Chordates and their Phylogeny-I	2.5 hours	60
II	Biochemistry and Metabolism-I	2.5 hours	60
III	Genetics, Evolution and Developmental Biology-I	2.5 hours	60
IV	Tools and Techniques in Biology-I	2.5 hours	60

Semester end theory examinations for Semester III & IV

Paper	Subject	Duration	Marks
I	Basics of Industrial and Environmental Biotechnology-I	2.5 hours	60
II	Genetic engineering techniques and its applications	2.5 hours	60
III	General physical, chemical and biological oceanography	2.5 hours	60
IV	Planktology, Fish, Fishery Science and Aquaculture	2.5 hours	60

V. M.SC. (BY RESEARCH) & Ph.D. PROGRAMME:

For admission to M. Sc. (BY Research) & Ph.D. students should contact the principal or concerned head of the department. Ph.D. programmes are offered in Botany & Zoology.

Please Note:

1. Rules of eligibility & enrolment are as per the guidelines of university of Mumbai on their website www.mu.ac.in. It is understood that the students seeking admission are completely aware of the rules, regulation / ordinances for admission & eligibility for the course that they have applied for.
2. Confirmation of admission is subject to fulfillment of eligibility duly confirmed by the University of Mumbai.
3. The admission will be confirmed as per the merit and as per the date & time specified and only if accompanied with original documents.
4. The college will not be responsible for any lapse on part of student with regard to eligibility.

FEESTRUCTUREANDREFUNDOFFEES

▪ UNIVERSITYRULESANDGUIDELINESFORFEES,DEPOSITSETC.

1. Students should pay the prescribed fees in the Accounts window at the time of admission
2. Fees will be accepted in the form of DD /Bank Pay Order or by Cash (Cheque will not be accepted)
3. Students/Guardians should ensure that they obtain a stamped receipt immediately after any payment is made.
4. Care should be taken to ensure that payments are not made to unauthorized persons. The college will not be responsible for any lapse in this matter.
5. T. Y. B.Sc./T.Y.B. Com/M. Sc Examination fees must be paid on the dates prescribed by University of Mumbai/College Authorities.
6. Backward class students who are prima facie eligible for claiming G.O.I Scholarship/Freeship and who desire to avail these concessions are not required to make the payment of fees at the time of admission. However, they are required to make deposit/Enrolment fee etc. As prescribed by competent authority. Students have to submit online application for these scholarships.
7. Refundable deposits if not claimed by concerned student within three calendar years from the date, on which he/she ceases to be on the roll of the college, will lapse.
8. Deposits will not be refunded if dues (Breakage/library books etc.) to the college are not cleared by the student.
9. The fee receipt and identity card must be produced at the time of application for the refund of fees.
10. The student except those mentioned in Sr.No.6 intending to avail of any concessions should make the payment of fees for both the terms at the time of admission. If the application for fee concession is sanctioned by competent authority, the amount of fees sanctioned will be refunded only after its receipt from the competent authority. The students are advised to collect it immediately when the notice is displayed on noticeboard
11. If the students including backward class students fail to submit appropriate fee concession form in time or his/her claim for concession is rejected by the competent authority, he/she will lose the fee concession facility. Consequently he/she will be required to make the full payment of college fees, if not paid earlier.

■ PRESCRIBED FEE STRUCTURE OF UNIVERSITY OF MUMBAI

	Details	B.Sc (Aided)			TY (Zoology/Physi cs)	B. Sc(Micr obiology) (Unaided)			B. Sc (ComputerScienc e)(Unaided)			B.Com (Unaided)			MSc-I	MSc-II
		FY	SY	TY (Chem/Bo)	(Unaided)	FY	SY	TY	FY	SY	TY	FY	SY	TY		
1	Tuition Fee	800	800	800	6000	6000	6000	6000	16000	18000	20000	3000	3000	3000	15000	15000
2	Laboratory Fee	800	800	800	800	800	800	800	3000	3000	3000	--	--	--	15000	15000
3	Gymkhana Fee	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400
4	Library Fee	200	200	200	200	200	200	200	600	600	600	200	200	200	1000	1000
5	Other Fee	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250
6	Magazine Fee	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100
7	ID/Library Card	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
8	Group Insurance	40	40	40	40	40	40	40	40	40	40	40	40	40	40	40
9	Students Welfare Fund	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
10	Utility Fee	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250
11	Development Fee	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
12	IUSCA	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
13	D.M.Cell	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
14	E. Charges	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
15	Admission Processing	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200
16	Enrolment Fee	200	--	--	--	200	--	--	200	--	--	200	--	--	1025	--
17	E-Suvidha Fee	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
18	College Examination Fee first term+Mark list fee	1095	1095	1095	1095	1095	1095	1095	1095	1095	1095	1095	1095	1095	1620	1620
19	Laboratory Deposit	400	--	--	--	400	--	--	400	--	--	--	--	--	400	--
20	Library Deposit	250	--	--	--	250	--	--	250	--	--	250	--	--	250	--
21	Caution Money	150	--	--	--	150	--	--	150	--	--	150	--	--	150	--
22	Computer Practical Fee	--	--	--	--	--	--	--	2000	2000	2000	--	--	--	--	--
23	University NSS Fee	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
24	V.C.Fund	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
25	Alumni Association	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
26	Research Project	--	--	--	--	--	--	--	--	--	--	--	--	--	--	2000
	Total	5900	4900	4900	10100	11100	10100	10100	25700	26700	28700	6900	6300	6300	36450	36625

Note: -1. The above fee structure is subject to decision of fee revision committee of University

2. The FY/SY Second term & University Examination Fee for T.Y.B.Sc/B.Com/M.Sc. will be collected along with examination forms

REFUND OF FEES

The Rules (Ordinance 0.2859) relating to refund of fees after cancellation of admission as per the **University of Mumbai Circular No. UG/412 of 2008 dated 11/09/2008** is given below:

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

Table for fee deduction on cancellation of Admission

Sr. No.	Period	Deduction Charges
1	Prior to commencement of academic term and Instruction of the course	500/- lumpsum
2	Upto 20 days after the commencement of Academic term of the course	20% of the total amount of fees
3	From 21 st day up to 50 days after commencement of the academic term of the course	30% of the total amount of fees
4	From 51 st day up to 80 days after commencement of the academic term of the course or August 31 st whichever is earlier	50% of the total amount of fees
5	From September 1 st to September 30 th	60% of the total amount of fees
6	After September 30 th	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:

- a. All the fee items chargeable for one year are as per relevant university circulars for different faculties.
- b. 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, E-suvidha, disaster management fund, examination fee and enrolment fee) are non-refundable if the payment is made by the College to the university prior to the date of cancellation.
- c. Fees collected for Identity card and Library card, Admission Form and Prospectus, Enrolment and any other course specific fees are not refundable after the commencement of the academic term.
- d. All refundable deposits (Laboratory, Caution money and Library etc.) shall be fully returned at the time of cancellation.

Important instructions for Reserve Category student:

Eligible Reserve Category students who are admitted to the College on payment of concessional fees prescribed by the University of Mumbai are informed that, on cancellation of admission they will be required to pay additional amount depending on the period and percentage of deduction charges of the total fees prescribed for the course.

COLLEGE INFRASTRUCTURE

CENTRAL LIBRARY

Our library has a collection of about Total No. of Books 9840 and 177 bound volumes of scientific and other journals. We have a very special collection in every subject with many important titles. It also has a rich collection of technical, scientific, literary and popular journals and periodicals, newspapers, and also reference books like dictionaries, encyclopedias, and books required for various competitive examination including MPSC and UPSC. The library is computerized to facilitate quick searching of books.

The College library provides references to the students, staff and eminent persons in the society. Many past students are still taking advantage of our enriched collection. Free internet facility is available for students. Through its Book Bank, the Library provides books to the students. It offers an extra library ticket, the Scholar's Card, to meritorious students. The library arranges Annual Book Exhibition to assist various departments of the college, to arrange departmental book displays in the library for the benefit of the students.

Students have access to e-resources (e-books and e-journals) through N-LIST program of the UGC Infonet. The College Library has also taken Institutional Membership of leading local libraries like Hari Keshav Library and Dr. Babasaheb Ambedkar Government Library through which more than 40 books/month are borrowed for the student every year.

Book bank facility is offered to

1. Meritorious/low-income group students by college.
2. Reserved category students
3. Student selected as Reader of Year

Working Hours: The timing of library is very flexible for students and faculty. The library is kept open throughout the year except public holidays. The reading hours of library are

10.00 am to 05.00 pm (in working

days). Library Collection

and Organization

Type	Total
Total Books	10065
Textbooks	5312
Reference Books	3119
Audio-Visual Material (Educational CDs)	191
Periodicals/Journals	13
Newspapers	09
Research Journals	11
eBooks (Via N-List Programme)	31,35,000
Computers with Internet Facilities	06

Rules and Regulations

1. Every individual entering the library should be a BONAFIDE STUDENT of the College and must have a valid IDENTITY CARD while entering the library. The Identity card should be produced as and when demanded by any of the library staff. Issue of the book is on the borrow card.

2. For in-house reading, books from Reference Section are provided during all working hours.
3. **Library Fine:** A book must be returned on or before the due date as per the notice. In case of urgent need the book will have to be returned immediately. Usually, books are issued for a period of one week. In case, a student fails to return a book within the time limit, a fine of Rs. 05 per day (excluding holidays) per book will be charged. If a book or periodical is lost the cost will be recovered from the concerned student.
4. **Mutilation of Book:** Students must handle books with great care. Any attempt to damage books by defacing or tearing off the pages will be dealt with strict action. It is strictly forbidden to mark library books with pencil or ink or mutilate them in any way. The reader to whom the book was/ is issued last will be held responsible for loss of pages or any other damage unless she/he has brought it to the notice of the library staff before borrowing. Any student held responsible for damage of reading materials will be liable to fine equivalent to the damage caused.
5. Students should ensure that they do not disturb other students in the library.
6. Books, Periodicals, Sets of Question Papers, copy of Syllabus etc., are not to be taken out of Reading Hall without the permission of the authorities concerned.
7. Ex-students of our College and students of other Colleges are not allowed to use the Reading Hall facility unless prior written permission from the principal.
8. Students will not be issued more than two books at a time for home reading. While returning books students will ensure that the necessary entry of return is made in his/her presence.
9. Books issued against the Identity card are for use in the Reading Hall only and must be returned while leaving the library. Disciplinary action will be taken against students violating this rule.
10. **Silence:** Students are particularly instructed to observe utmost silence in the Reading Hall. They should not enter into communication of any kind with others in the Reading Hall or in the corridor. Violation of this rule will invite punishment.
11. Students are not allowed to complete Journals in the library.
12. The smooth working of the library is possible only if students adhere to the rules and regulations of the library. The Librarian reserves the right to refer cases of breach of discipline to the principal.
13. All Departments have departmental Library with free access.
14. Every student must return all reading material of library along with borrow card at the end of his/her annual examination.

▪ **SEMINAR HALL**

The College has state of the art seminar hall with a seating capacity of 160. It is equipped with best acoustics, LCD projectors etc., making multimedia communication effective and meaningful.

▪ **LABORATORIES**

The college has large, well ventilated laboratories for practical in Chemistry, Physics, Zoology, Botany, Microbiology, Environmental Science and Computer science. The laboratories are equipped with modern instruments to cater to the needs of the present syllabi and beyond. There are separate laboratories for post-graduate student sections. The post graduate departments have highly sophisticated instruments, some of which have been especially imported for specific research work.

▪ **GYMKHANA**

The College has a spacious two play grounds in campus which meets the requirements of most outdoor games like Volleyball, badminton, Kho-Kho, Kabaddi etc. For other outdoor games Government ground called 'Azad Maidan' is availed on request. Facilities for almost all indoor games are provided in the college campus. The well-equipped multi gym provides students the opportunity to build their stamina to be better able to cope with the rigors of college life, channelize their energies in a healthy way. Membership to the gym may be availed by students, staff members and ex-students at extremely reasonable rates.

▪ **CANTEEN**

The college canteen provides a varied, wholesome, hygienic food at subsidized rates.

▪ **LADIES COMMON ROOM (LCR)**

The LCR is a spacious area with well-ventilated rooms, furnished with ample seating arrangement.

CO-CURRICULAR & EXTRA-CURRICULAR ACTIVITIES:

▪ **Various Committees of the College:**

1. College Development Committee (CDC)
2. Internal Quality Assurance Cell (IQAC)
3. Admission Committee
4. Attendance Committee
5. Discipline Committee
6. Career & Counseling Cell
7. Cultural
8. DLLE
9. Examination Committee
10. Examination Unfair Means Committee
11. Gymkhana Committee
12. Stakeholders Committee
13. Library Committee
14. Magazine
15. National Service Scheme (NSS)
16. N.S.S. Advisory Committee
17. Research & Consultancy
18. Students Council
19. Women Development Cell
20. Science Association
21. Nature Club
22. B.C. Cell/Maitri Gut
23. Staff & PG Students Forum
24. Grievance Redressal Committee
25. Internal Compliant Committee
26. Anti-ragging Committee

SOME OF THE HIGHLIGHTS OF COLLEGE ACTIVITIES ARE AS FOLLOWS: NATIONAL SERVICES SCHEME (N.S.S):

Students are encouraged to participate in Social Services through its NSS unit, which is very active and involves the students in various projects related to Community based development, Environment issues, Child Welfare, Poverty eradication programmes, Cleanliness and literacy drive etc. in rural area. It also conducts an annual Camp during the winter vacation. The enrolment is open to all students irrespective of their caste and religion. Around 200 students can be enrolled in each academic year. They have to put in minimum 120 hours of work by taking up different projects during the academic year. The NSS unit has won the following awards from university recent few years.

1. Best NSS unit of University of Mumbai,
2. Best Programme Officer of University of Mumbai,
3. Best NSS Volunteer of University of Mumbai

DEPARTMENT OF LIFELONG LEARNING AND EXTENSION (DLLE):

The department offers flexible Continuing Education opportunities for the people. The aim is 'To Reach the Unreached'. Various projects enhancing the knowledge and personality of the students in the field of Information technology, Status of Women, Career opportunities and Entrepreneurship development are under taken by the students. Annual Extension Work Festival titled 'UDAAN-the flight of Extension' is organized by the university wherein the students of extension work from various colleges participate in Street Plays and Exhibit Posters based on their projects.

ALUMNI ASSOCIATION:

The Alumni Association enables ex-students of the college to continue their ties with college. Besides it enables the college and fresh graduates from the college to avail of the help of past alumni who are well placed in life. Third year students prior to leaving the college may secure life membership to the Association.

CAREER COUNSELLING AND PLACEMENT CELL:

The College conducts a series of lectures by eminent personalities from different fields, to guide students regarding their career options. The Placement Cell helps in finding job opportunities to the students, both during vacations and after their graduation.

GRIEVANCE REDRESSAL CELL:

The students as well as members of the teaching and non-teaching staff can approach the Grievance Redressal Cell with any of their problems and seek a satisfactory solution to the same.

EXCURSIONS, TRIPS, PICNICS & FESTIVALS:

1.

Educational excursions, field collection trips and visits to various industrial establishments are conducted every year.

2. All Educational tours are permitted only if a suitable number of teachers accompany the students. Lady students will be permitted to join only if a lady member of the teaching staff accompanies them.

WOMEN'S DEVELOPMENT CELL:

As per the guidelines of the Vice-Chancellor of University of Mumbai, the College has introduced a

Women's Development Cell to generate gender awareness and sensitivity among the students and the faculty. The main objective of the cell is to look into the grievances of the women, both staff members (teaching and non-teaching) as well as students and provide guidance and help to them. The WDC seeks to promote respect for women at the workplace, address issues that specifically pertain to women, identify problems of working women and try to resolve them in a well-negotiated manner.

▪ BOTANICAL GARDEN:

The College has a well-developed and conserved botanical garden with more than 205 plant species. It contains endemic, rare and threatened medicinal plants.

INNOVATIVE SCIENCE PROGRAM FOR INSPIRED RESEARCH (INSPIRE):

INSPIRE is an innovative National program developed by Department of Science and Technology, New Delhi, to attract talent to the excitement and study of science at an early age, and to help the country build the required critical resource pool for strengthening and expanding the S&T system and R&D base. A fully sponsored 5 days science internship camp is organized by College every year.

▪ CULTURAL ACTIVITIES:

We believe in overall development of the students. Cultural Activities is one of the aspects of it. To nourish talents of the student's college organizes Annual Youth Festival. The college participates in Cultural Competitions, Youth Festival conducted by University of Mumbai for exploring talents of students in Fine Arts, Literature, Music, Dance & Theatre.

DISCIPLINE AND CODE OF CONDUCT:

1. College has introduced Uniform for UG and PG students from next academic year i.e. 2016-2017. Both Science and Commerce faculties will have different uniform shades. The samples of uniforms are displayed near college notice board.
2. In the college premises every student must be in possession of his/her valid Identity Card & must wear it throughout till he/she is in college premises or representing the college at any other place. Whenever demanded by the authorities concerned, the Identity Card must be produced for inspection.
Duplicate Smart Identity Card:
In case Identity Smart Card is lost, it should be reported immediately to the Librarian. A duplicate Identity card will be issued to the student against a payment of Rs. 300/-, after receiving proper application and copy of a police complaint (FIR) in this respect.
3. Courtesy, respect, politeness and punctuality are characteristics of ideal student. The students are expected to greet all visitors and members of staff of the college with due respect. Students should remember that college is judged by their conduct.
4. All should be punctual about cleanliness of the college campus. Throwing out waste papers, defacing the walls are punishable offences. They should use the baskets and bins specially provided for.
5. Mobiles, phones are strictly prohibited on college campus. Strict disciplinary action will be taken if a student is found to use mobile (University / Government No. UJ / 552 at 31/12/2004).
6. Stakeholders should switch off the lights and fans when not required and also while leaving the classrooms/laboratories/Library.
7. **Attendance:** Attendance of students is regulated by ordinance 0.119, which states - 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. **(Students/Parents are required to check defaulters list displayed on notice board)**
8. Students who fail to maintain the condition of minimum attendance on account of bona fide 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.
9. Absence of the student on valid grounds at lectures/practical/tutorials/tests/examinations must be communicated to the College principal immediately in writing with the necessary supporting documents viz. medical certificate etc.
10. Students, who request leave of absence from lectures/practical/tutorials for participation in sports, games, cultural, NSS, DLE or any other activities on behalf of the College / Activity group, should submit the applications countersigned by the respective Teacher-in-charge before the commencement of such leave, failing which they will be treated as defaulters.

11. Parents of College students are requested to kindly contact the Head of Department or the Principal, at least once in a term, to keep themselves in touch with their ward's attendance and progress.
12. Every student must complete, all the academic work assigned to his / her class by the respective teachers, such as the completion of Practical Journal, Home Assignments, Field Diary, Project etc., in time.
13. All students are expected to observe proper decorum with regard to both clothing and behavior and should take utmost care not to disturb the working of his/her own class as well as that of others.
14. Students are directed not to bring any outsider to the college premises.
15. **Counseling/Mentor System:** The College has also set up a Mentor System having teacher mentors to guide the students in their difficulties. In case of any problem, personal or academic, students should report to the Mentor teacher who will help them to solve their problems.
16. A teacher conducting a class at a given time shall be in absolute control of the class, and may take appropriate action in order to maintain discipline in the class.
17. Any member of the teaching or non-teaching staff may intervene on the spot to deal with disorderly / destructive activities on the part of the students either in the classroom or outside the classroom in the College premises.
18. Every student should take utmost care of the college property to keep the College premises neat, tidy and clean for the common welfare of all. Any damage done to the college building, furniture and fixtures by the students shall be treated as breach of discipline and therefore it should promptly be reported to the college Principal.
19. Students are requested to take care of their own property. The College Authorities are not responsible for the loss of any personal belongings of the students.
20. Any lost property, found by the students should be handed over in the College Office, which will be refunded to the claimant on identification.
21. No student shall collect any money as contribution towards picnics, trips, educational visits; get together, study-notes, charity or any other activity without the prior permission of the college Principal.
22. No society, association, committee, organization of students should be formed in the college without the sanction of the principal. Outsider should not be invited to address any meeting or to participate in any college activity without the prior permission of the principal.
23. Students applying for certificates, testimonials etc. requiring the principal's signature on any kind of document should contact the clerk in the office. No paper should be brought by students directly to the principal for signature.

24. Any matter not covered by the rules and regulation in vogue and/or notified through notices, circular, prospectus etc., will rest at the absolute discretion of the principal. The right of interpretation of any rule is reserved by the principal.
25. **Anti-Ragging Cell:** The Anti Ragging Cell, a statutory body is constituted as per UGC and University of Mumbai norms for the prevention/action against sexual harassment of women. It looks into the cases of ragging or any other student centred conflicts in the College. It must be mentioned that due to the strong discipline maintained in the College, incidents of ragging of students have not taken place at any level. Preventive measures are also taken by the anti-Ragging Cell along with Women's Development Cell to preempt unsavory incidents in the College.
26. **It is presumed that the student has acquainted himself / herself of all the rules, regulation etc. as stated in Prospectus and accepts the same as binding on him/her before seeking admission to this College.**

SCHOLARSHIP/FREESHIP:-

The College facilitates all the scholarships & free ships available to eligible students from Government and different authorities. For that purpose, the students have to fill the required application forms as and when notified. The college will not be responsible for any claim under Free ship / Scholarship in case students do not submit the required documents within prescribed period, notified by government or the claim is rejected by Govt. Such students will have to pay full fees of the academic year. Students who have been admitted from other than Maharashtra State are eligible to receive fees concession from their respective State Governments. Students can only avail of any one scholarship or free ship from only one course or Department of Government Authorities. Free ship is not applicable to OBC Students for Self-Financing Courses, which are mentioned by Government authorities.

ENDOWMENT PRIZES:

1. Shri. Gopal Narayan Mehta endowment prize to a student securing highest number of marks at T. Y.B. Sc. Chemistry and Botany
2. Dr. Jayant Mandlik endowment prize to a student securing highest number of marks at S.Y.B.Sc. But offering Chemistry at T.Y.B.Sc.
3. Shri A.B. Vaidya endowment prize to a student securing highest number of marks at F. Y.B. Sc. and S.Y.B. Sc.
4. Shri. Dattatraya Gyanaba Kokate endowment prize to a student securing highest number of marks at F. Y. B. Sc. Physics
5. Shri. Dattatraya Bhopkare endowment prize to a student securing highest number of marks at S. Y.B. Sc. Physics
6. Late Madhav Keshav Karmarkare endowment prize to a student securing first and second number of marks at S. Y.B. Sc. & T. Y.B. Sc.

7. Late. Vinayak Sadashiv Sahasrabuddhe endowment prize to a student securing first and second number at T. Y. B. Sc.
8. Freedom fighter Chandubhai Mehta trust trophy for best male and female student.
9. Freedom fighter late. Pandurang Jagdale endowment prize to students securing first number at M.Sc. Chemistry.
10. Freedom fighter late. Pandurang Jagdale endowment prize to student securing first number at M. Sc. Zoology.
11. Late. Adarsh Mata Indira Pandurang Jagdale endowment prize to student securing first number at M.Sc. Botany.
12. Late. Yashwant Gajanan Kotibhaskar Endowment Prize to student securing Ph.D degree in Botany.
13. Smt. Nalini Kulkarni Endowment Scholarship for two bonafied, economically backward girl students.

EARN AND LEARN SCHEME:

We propose this scheme from this to develop a student as a multifaceted personality with academic excellence and a commitment to an egalitarian society. It inculcates in the student the idea that no work is big or small and develops a work culture with the right aptitude.

Under this scheme those students who are interested in joining are to fill the necessary application form, which is then scrutinized by an appropriate committee. The students enrolled under the scheme are given the following types of work that will increase their skills in areas of their study, office work, technical work and field work. However, when the distribution of work is given, it is seen that all students get equal opportunity to get all different kinds of work and that each student gets eighty percent of technical work and twenty percent of field work.

Technical work includes knowledge of computers, office machines such as photocopying etc. or even working at a telephone booth, while field work includes working in the garden, looking after newly planted trees, play grounds, cleanliness of the campus etc. It also includes working on the consultancy assignments such as soil, water consultancy.

The College has hostel facility for Girls with the mission of providing good hostel facilities in a calm and clean environment. The hostel system runs under the control of the Rector and Warden who are responsible for the discipline, maintenance of building, allotment of rooms etc. The other hostel staffs consist of caretaker/security who look after the maintenance, cleanliness of the hostel premises. Ladies hostel comprises of three floor building.

The rooms are well furnished and spacious. Hostel has its own indoor games & recreation facility.

They are provided with well-maintained dining rooms with independent kitchens and hygienic cooking facilities and safe drinking water. They have the required levels of security and are environmentally well placed. The hostel facility is very ideal for pursuing academic goals. All the queries regarding the hostel can be addressed to the Rector/wardens.