



VERSOVA EDUCATION TRUST'S

Smt. Kamala Mehta V.W.A. College of Commerce

7 Bungalows, Versova, Andheri (West), Mumbai 400 061.

Tel.: 022 26394180 Website : www.kmcc.net.in

✓ **JUNIOR COLLEGE**

✓ **BACHELOR OF COMMERCE (B.Com)**

✓ **BACHELOR OF MANAGEMENT STUDIES (BMS)**

✓ **BACHELOR OF COMMERCE (BANKING & INSURANCE)**

PROSPECTUS



OUR MISSION

Imparting Quality Education and promoting career options :
to make pathway for professionals and inculcate our culture
of discipline and dedication in order to make students
efficient and effective leaders with vision, faith and courage
to rise above the ordinary.

VISION

KMCC shall provide excellent education opportunities that are
responsive to the needs of the community and help students
meet economic, social and environmental challenges and to
become active participants in shaping the world of the future.

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FEES STRUCTURE

BACHELOR OF COMMERCE-BANKING & INSURANCE (BBI)					BACHELOR OF MANagements STUDIES (BMS)				
Sr. No.	Particulars	F.Y.B.B.I Amount	S.Y.B.B.I Amount	T.Y.B.B.I Amount	Sr. No.	Particulars	F.Y.B.M.S. Amount	S.Y.B.M.S. Amount	T.Y.B.M.S. Amount
(A) COLLEGE FEES					(A) COLLEGE FEES				
1	Tuition Fees	17570	17570	17570	1	Tuition Fees	17570	17570	17570
2	Gymkhana Fees	400	400	400	2	Gymkhana Fees	400	400	400
3	Library Fees	600	600	600	3	Library Fees	600	600	600
4	Other Fees/ Extracurricular Activities	250	250	250	4	Other Fees/ Extracurricular Activities	250	250	250
5	Examination Fees	1700	1700	1700	5	Examination Fees	1700	1700	1700
6	Statement of Marks	110	110	0	6	Statement of Marks	110	110	0
7	Computer Practicals Fees	2000	1500	1500	7	Computer Practicals Fees	1500	1500	1500
8	Laboratory fees	1000	1000	1000	8	Laboratory fees	1000	1000	1000
9	Admission processing fees	250	250	250	9	Admission processing fees	250	250	250
10	Utility Fees	250	250	250	10	Utility Fees	250	250	250
11	Development fund	500	500	500	11	Development fund	500	500	500
12	Magazine fees	100	100	100	12	Magazine fees	100	100	100
13	I.card & libray card charges	50	50	50	13	I.card & libray card charges	50	50	50
14	Student welfare	50	50	50	14	Student welfare	50	50	50
15	E-charges	20	20	20	15	E-charges	20	20	20
16	Industrial visit	500	500	500	16	Industrial visit	500	500	500
17	Project fees	500	500	500	17	Project fees	500	500	500
18	E-attendance	125	125	125	18	E-attendance	125	125	125
Total		25975	25475	25365	Total		25475	25475	25365
(B) UNIVERSITY CONTRIBUTION					(B) UNIVERSITY CONTRIBUTION				
15	Enrolment Fees	220			15	Enrolment Fees	220		
16	University cultural & sports Fees	30	30	30	16	University cultural & sports Fees	30	30	30
17	Vice-Chancellor's fund	20	20	20	17	Vice-Chancellor's fund	20	20	20
18	Group Insurance	30	30	30	18	Group Insurance	30	30	30
19	Disaster Relief Fund	10	10	10	19	Disaster Relief Fund	10	10	10
20	E-Suvidha Charges	50	50	50	20	E-Suvidha Charges	50	50	50
21	University NSS fees	10	10	10	21	University NSS fees	10	10	10
Total		370	150	150	Total		370	150	150
(C) REFUNDABLE DEPOSIT					(C) REFUNDABLE DEPOSIT				
22	Caution money deposit	250			22	Caution money deposit	250		
23	Library Deposit	150			23	Library Deposit	150		
Total		400	0	0	Total		400	0	0
GRAND TOTAL (A + B + C)		26745	25625	25515	GRAND TOTAL (A + B + C)		26245	25625	25515

BACHELOR OF COMMERCE (B.COM)				
Sr. No.	Particulars	F.Y.B.Com Amount	S.Y.B.Com Amount	T.Y.B.Com Amount
(A) COLLEGE FEES				
1	Tuition Fees	5335	5335	5335
2	Gymkhana Fees	400	400	400
3	Library Fees	200	200	200
4	Other Fees/ Extracurricular Activities	250	250	250
5	Examination Fees	1700	1700	1700
6	Statement of Marks	110	110	0
7	Admission processing Fees	250	250	250
8	Project Fees	500	500	500
9	Magazine fees	100	100	100
10	I.D.Card & Library card charges	50	50	50
11	Development fund	500	500	500
12	Utility fees	250	250	250
13	Student Welfare	50	50	50
14	E-attendance	125	125	125
15	E-Charges	20	20	20
Total		9840	9840	9730
(B) UNIVERSITY CONTRIBUTION				
15	Enrolment Fees	220		
16	University cultural & sports Fees	30	30	30
17	Vice-Chancellor's fund	20	20	20
18	Group Insurance	30	30	30
19	Disaster Relief Fund	10	10	10
20	E-Suvidha Charges	50	50	50
21	University NSS fees	10	10	10
Total		370	150	150
(C) REFUNDABLE DEPOSIT				
22	Caution money deposit	250		
23	Library Deposit	150		
Total		400	0	0
GRAND TOTAL (A + B + C)		10610	9990	9880

JUNIOR COLLEGE			
Sr. No.	Particulars	F.Y.J.C. Amount	S.Y.J.C. Amount
(A) COLLEGE FEES			
1	Tuition Fees	8500	8500
2	Term Fees	1000	1000
3	Admission processing Fees	250	250
4	Library Fees	200	200
5	Gymkhana Fees	400	400
6	Examination Fees	550	550
7	Cultural Activities	250	250
8	Other Fees	300	300
9	Magazine Fees	50	50
10	I.Card, Library Card charges	50	50
11	Utility Fees	250	250
12	Project Fees	250	250
13	Leaving certificate charges		50
14	E-attendance	125	125
Total		12175	12225



Shri. Jitendra Mafatlal Mehta (1938-1988)

The Diwaliben Mohanlal Mehta Charitable Trust, Mumbai generously donated a large sum of money for the college and the trust started a degree college of commerce affiliated to the University of Mumbai in the year 2001 and named it as Smt. Kamala Mehta V.W.A. College of Commerce, in fond memory of the Late Smt. Kamala Mehta, mother of our present donor trustee Shri Ashwinbhai Mehta.



Versova is a beach-village in Mumbai located in the suburb of Andheri Mumbai, the beach faces the Arabian sea. A large population of Mumbai's fishing community, the Kolis, reside at one end of Versova beach. Vesave is the original name of this village and now diverse communities - Hindu Kolis, Muslim Kolis, Christians, Parsies, Gujarati, Kathevadis reside in the village.

With a view to cater to the educational need, the residents founded The Versova Educational Trust in 1962. The Trust started the Versova Welfare Association High School in 1963 and Vatsalay (K.G. Section) and a primary school there after. The school and the Primary section of the Trust are very popular in the vicinity.

The educational activities started by the Trust were praised by the residents and as many students enrolled in the primary section and secondary section, there was constant demand for the higher educational institution. In order to fulfill the need of the people, the Trust decided to start a college in the year 1998 and they laid the foundation stone of the college building at the hands of Hon. Shri Raj Purohit, the then Minister of Housing of the Government of Maharashtra.

The Commerce wing commenced in the academic year 2001-2002 with an enrolment of 240 student.

For academic enhancement, the college added B.M.S. and B & I courses in the year 2003-2004

The Trust has also started the Junior College attached to the Degree college in the academic year 2003-2004 with initially only 60 students, which has risen to 429 students during the academic year 2017-2018

The overall strength of the Junior and Degree college has gone up to 1255 Students during the academic year 2017-2018



VERSOVA EDUCATION TRUST'S
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BOARD OF TRUSTEES

Shri Arun Deo
Shri Ashwin Mehta
Shri Rajan Chandok
Dr. Kshitij Mehta
Shri Shripal Manilal
Shri Sanjay Kaushok

I/C Principal
Dr. Santosh S. Tiwari
MSC., B.Ed., Ph.D

(I) JUNIOR COLLEGE



SUBJECTS OFFERED

F.Y.J.C.

1. English
2. Hindi / Marathi
3. Book Keeping and Accountancy
4. Organisation of Commerce
5. Secretarial Practice
6. Economics
7. Environmental Studies
8. Physical & Health Education

S.Y.J.C.

1. English
2. Hindi / Marathi
3. Book Keeping and Accountancy
4. Organisation of Commerce
5. Secretarial Practice
6. Economics
7. Environmental Studies
8. Physical & Health Education

ADMISSION GUIDELINES

F.Y.J.C.

1. Students Passing Std X examination of Maharashtra State SSC Board or an equivalent examination (qualifying examination) are eligible for admission to FYJC Classes. Marks scored at this examination shall be the sole basis for admission to FYJC Classes.
2. At the time applying on-line, applicants from reserve category should produce appropriate caste certificate issued by a competent authority appointed by the Government of Maharashtra at the time of applying online. Failing which, their applications cannot be processed in the reserved category. Such applications by default will be processed in the open category.
3. Reservation are for the following special categories :-
 - a) Sports, Art & Culture
 - b) Wards of the Employees of State Government / Central Government / Private Sector coming on transfer in the MMR on or after 1st October, 2013.
 - c) Wards of Servicemen and Ex-Servicemen.
 - d) Wards of Freedom Fighters.
 - e) Physically Handicapped
4. Student needs to be personally present during the admission process by presenting the prescribed application form duly filled in and needs to do the payment of fees.
5. All admissions shall be provisional and subject to confirmation by the Principal and approval by board. At the time of admission the following documents / certificates will have to be produced :
 - a) Certificates of passing and statements of marks of the qualifying examination in original and two photo copies
 - b) Certificates indicating date of birth such as School Leaving Certificate / S.S.C. Certificate.
 - c) In case of a student migrating from any other Board other than Maharashtra Board, Migration certificate will be required to be produced, as the case may be. All documents required for getting the **ELIGIBILITY CERTIFICATE** from Maharashtra Board (Vashi) must be submitted.
 - d) Caste certificate if any for students who are domicile of the state of Maharashtra.
 - e) Candidates from other colleges seeking admission in this college, shall have to submit **"No Objection Certificate"** and other documents as mentioned.Should produce relevant document / certificate in original at the time of applying online, failing which their application will not be processed under special reservation category. Such applications by default will be processed, in open merit category.

(*refer to documents to be submitted at the time of admission)



NEW EXAMINATION PATTERN AND MARKING SCHEME FOR FYJC

ENGLISH, HINDI AND MARATHI

Ist Term Internal Assessment	25 Marks	Written Examination / Tutorials / Multiple Choice Questions / Assignments / Seminars.
Ist Semester 2nd Term Internal	50 Marks 25 Marks	Written Examination. Written Examination / Tutorials / Multiple Choice Question
Assessment 2nd Semester	100 Marks	Question / Assignments / Seminars 80 Marks Written and 20 Marks Orals.

Note : 2nd Semester Examination will consist of 20% of Ist Semester Portion.

BOOK-KEEPING, ORGANISATION OF COMMERCE AND MANAGEMENT, SECRETARIAL PRACTICE, ECONOMICS:

Ist Term Internal Assessment	Ist Unit Test	25 Marks	Written Examination / Tutorials / Multiple Choice Question / Assignments.
Ist Semester	Ist Semester	50 Marks	Written Examination.
2nd Term Internal Assessment	2nd Unit Test	25 Marks	Written Examination / Tutorials / Multiple Choice Question / Assignments.
2nd Semester	2nd Semester	100 Marks	80 Marks Written and 20 Marks Project (15 Marks Project and 5 Marks for Orals.)

Note : Topic of the Project has to be given during the Ist Semester. Project will be 10 pages written on only one side.

ENVIRONMENT STUDIES :

Ist and 2nd Semester will consist of 30 marks Project and 20 marks internal Evaluation. There will be NO Written Examination.

PHYSICAL EDUCATION : (Phy. Edu)

Ist and 2nd Term will be each of 25 Marks Written Examination and 25 Marks Practical Examination.

S.Y.J.C.

Student who have passed Std. XI (F.Y.J.C.), are entitled to seek admission to S.Y.J.C.

BACHELOR OF COMMERCE (B.COM) 3 YEARS DEGREE COURSE



SUBJECTS OFFERED

F.Y.B.Com (Semester - 1)

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

S.Y.B.Com. (Semester - III)

1. Accountancy and Financial Managements - III
2. Finance Accounting and Auditing - V
Introduction to Management Accounting
3. Commerce - III
4. Business Economics III
5. Advertising I
6. Foundation Course - III
7. Business Law - I

T.Y.B.Com : Sem - V

1. Financial Accounting and Auditing VII - Financial Accounting
2. Financial Accounting Auditing VIII - Cost Accounting
3. Commerce V
4. Business Economic V
5. Any two course from following list :
(I) Computer system and applications paper I
(II) Export marketing paper - I
(III) Direct and indirect Taxation Paper - I

F.Y.B.Com (Semester - I1)

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

S.Y.B.Com. (Semester - IV)

1. Accountancy and Financial Managements - IV
2. Finance Accounting and Auditing - VI
3. Commerce - IV
4. Business Economics - IV
5. Advertising - II
6. Foundation Course - IV
7. Business Law - II

T.Y.B.Com : Sem - VI

1. Financial Accounting and Auditing IX - Financial Accounting
2. Financial Accounting Auditing X - Cost Accounting
3. Commerce VI
4. Business Economic VI
5. Any two course from following list :
(I) Computer system and applications paper - II
(II) Export marketing paper - II
(III) Direct and indirect Taxation Paper - II

ADMISSION GUIDELINES

F.Y.B.Com

- a) Admission is strictly compulsory as per university of Mumbai guidelines. Visit mum.digitaluniversity.ac & apply for online admission.
- b) Student who has passed the Higher Secondary Certificate Examination (Std. XII) conducted by Maharashtra State Board of Secondary and Higher Secondary Education or any other exam recognized and equivalent to it.
- c) Admission is granted on the basis of the application form with the following documents.
 - i) Original Leaving Certificate with two attested xerox copies. The original school leaving certificate will not be returned to the student.
Hence students are advised to keep sufficient number of true copies of the same.
 - ii) H.S.C. Original Marksheet with four attested xerox copies
 - iii) 4 copies of latest passport size photograph.
- d) Admission to students coming from outside Maharashtra will be given only on producing Provisional Statement of eligibility issued by Mumbai University and document verification report from the respective Board.

S.Y.B.Com:

Student eligible for admission to S.Y.B.Com, must either have passed F.Y.B.Com. Exam conducted by the college / University should have earned A.T.K.T., as per rules & regulation framed by the University of Mumbai.

T.Y.B.Com. :

A candidate for being eligible for admission to T.Y.B.Com, should have either passed F.Y.B.Com. & S.Y.B.Com examination should have earned A.T.K.T. at F.Y.B.Com / SY.B.Com Examination as per rules & regulations framed by the University of Mumbai.

Examination :

As per credit based grade point system introduced by the University of Mumbai.

BACHELOR OF MANAGEMENT STUDIES (B.M.S.) 3 YEARS DEGREE COURSE



ELIGIBILITY

A candidate for being eligible for admission to the B.M.S. degree course shall have passed XII standard examination of Maharashtra Board or Higher Secondary Education or its Equivalent examination in one sitting should have Diploma in Engineering branches. The candidate should have secured not less than 45% marks in the case of open class and 40% marks in the case of backward class candidates.

The B.M.S. Degree course shall be considered equivalent to the other three years integrated degree course & Diploma course in the faculty of Art, Commerce and Management of this university, Strength : 60 Students sanctioned.

Duration :

The course shall be a full time course. The duration of the course shall be six semester spread over three years.

SYLLABUS

FIRST YEAR BMS SEMESTER - I

- 1 Elective Courses (EC)**
 - 1 Introduction to Financial Accounts
 - 2 Business Law
 - 3 Business Statistics
- 2 Ability Enhancement Courses (AEC)**
- 2A Ability Enhancement Compulsory Course (AECC)**
 - 4 Business Communication - I
- 2B Skill Enhancement Courses (SEC)**
 - 5 Foundation Course - I
- 3 Core Courses (CC)**
 - 6 Foundation of Human Skills
 - 7 Business Economics-I

SECOND YEAR BMS SEMESTER - III

- 1 Elective Courses (EC)**
*Any one group of courses from the following list of the courses
GROUP A: Finance Electives
 - 1 Basics of Financial Services
 - 2 Introduction to Cost Accounting

OR

GROUP B: Marketing Electives
 - 1 Consumer Behaviour
 - 2 Advertising

OR

GROUP C: Human Resource Electives
 - 1 Recruitment & Selection
 - 2 Motivation and Leadership
- 2 Ability Enhancement Courses (AEC)**
- 2A Ability Enhancement Compulsory Course (AECC)**
 - 3 Information Technology in Business Management - I
- 2B Skill Enhancement Courses (SEC)**
 - 4 Foundation Course (Environmental Management)- III
- 3 Core Courses (CC)**
 - 5 Business Planning & Entrepreneurial Management
 - 6 Accounting for Managerial Decisions
 - 7 Strategic Management

FIRST YEAR BMS SEMESTER - II

- 1 Elective Courses (EC)**
 - 1 Principles of Marketing
 - 2 Industrial Law
 - 3 Business Mathematics
- 2 Ability Enhancement Courses (AEC)**
- 2A Ability Enhancement Compulsory Course (AECC)**
 - 4 Business Communication - II
- 2B Skill Enhancement Courses (SEC)**
 - 5 Foundation Course - Value Education and Soft Skill - II
- 3 Core Courses (CC)**
 - 6 Business Environment
 - 7 Principles of Management

SECOND YEAR BMS SEMESTER - IV

- 1 Elective Courses (EC)**
*Any one group of courses from the following list of the courses
GROUP A: Finance Electives
 - 1 Financial Institutions & Markets
 - 2 Auditing

OR

GROUP B: Marketing Electives
 - 1 Integrated Marketing Communication
 - 2 Event Marketing

OR

GROUP C: Human Resource Electives (Any Two Courses)
 - 1 Human Resource Planning & Information System
 - 2 Training & Development in HRM
- 2 Ability Enhancement Courses (AEC)**
- 2A Ability Enhancement Compulsory Course (AECC)**
 - 3 Information Technology in Business Management - II
- 2B Skill Enhancement Courses (SEC)**
 - 4 Foundation Course (Ethics and Governance) - IV
- 3 Core Courses (CC)**
 - 5 Business Economics-II
 - 6 Business Research Methods
 - 7 Production & Total Quality Management



THIRD YEAR BMS : SEMESTER - V

1 Elective Courses (EC)

GROUP A: Finance Electives

- 1 Investment Analysis & Portfolio Management
- 2 Financial Accounting
- 3 Wealth Management
- 4 Direct Taxes

OR

GROUP B: Marketing Electives

- 1 Services Marketing
- 2 E-Commerce & Digital Marketing
- 3 Sales & Distribution Management
- 4 Customer Relationship Management

OR

GROUP C: Human Resource Electives (Four)

- 1 Finance for HR Professionals & Compensation Management
- 2 Strategic Human Resource Management & HR Policies
- 3 Performance Management & Career Planning
- 4 Industrial Relations

2 Core Courses (CC)

- 5 Logistics & Supply Chain Management

3 Ability Enhancement Courses (AEC)

- 6 Corporate Communication & Public Relations

THIRD YEAR BMS SEMESTER - VI

1 Elective Courses (EC)

GROUP A: Finance Electives

- 1 International Finance
- 2 Strategic Financial Management
- 3 Project Management
- 4 Indirect Taxes

OR

GROUP B: Marketing Electives

- 1 Brand Management
- 2 Retail Management
- 3 International Marketing
- 4 Media Planning & Management

OR

GROUP C: Human Resource Electives

- 1 HRM in Global Perspective
- 2 Organisational Development
- 3 HRM in Service Sector Management
- 4 Workforce Diversity

2 Core Courses (CC)

- 5 Operation Research

3 Ability Enhancement Courses (AEC)

- 6 Project Work

SCHEME OF EXAMINATION

- a) Examination shall be conducted at the end of each semester.
- b) Theory paper shall carry 75 marks. The evaluation of the performance of the students in theory paper shall be on the basis of Internal assessment (25%) and semester examination (75%). The semester and examination shall be held at the end of each semester and shall be of 2 1/2 hours duration.
- c) The responsibility of evaluation during the first 4 semesters shall rest with the college / institution wherein the students are admitted for the course. The college / Institution shall carry out the internal evaluation for theory papers in semester V & VI, while the university shall conduct examination of these two semesters. The internal evaluation marks of student appearing for semester V & VI shall be sent to the university by the respective College / Institution before the commencement of the respective semester end examination.

Passing Standard :

As per credit based grade point system introduced by the University of Mumbai.



BACHELOR OF COMMERCE (BANKING & INSURANCE) 3 YEARS DEGREE COURSE



ELIGIBILITY :

A Candidate for being eligible for admission to the Bachelor of Commerce (Banking & Insurance) Degree Course Shall have Passed XII std. Examination should have of the Maharashtra State Board of Secondary & Higher Secondary Education or its Equivalent and Secured not less than 45% mark ? in strength:60 Students sanctioned strength

Duration :

The course shall be a full time course. The duration of the course shall be six semesters spread over three years

SYLLABUS

FIRST YEAR : SEMESTER - I

- 1 Elective Courses (EC)**
 - 1 Environment and Management of Financial Services
 - 2 Principles of Management
 - 3 Financial Accounting - I
- 2 Ability Enhancement Courses (AEC)**
 - 2A Ability Enhancement Compulsory Course (AECC)**
 - 4 Business Communication-I
 - 2B Skill Enhancement Courses (SEC)**
 - 5 Foundation Course - I
- 3 Core Courses (CC)**
 - 6 Business Economics-I
 - 7 Quantitative Methods - I

SECOND YEAR : SEMESTER - III

- 1 Elective Courses (EC)**
 - 1 Financial Management - I
 - 2 Management Accounting
 - 3 Organizational Behaviour
- 2 Ability Enhancement Courses (AEC)**
 - 2A Ability Enhancement Compulsory Course (AECC)**
 - 4 Information Technology in Banking & Insurance- I
 - 2B Skill Enhancement Courses (SEC)**
 - 5 Foundation Course – III
(An Overview of Banking Sector)
- 3 Core Courses (CC)**
 - 6 Financial Markets
 - 7 Direct Taxation

THIRD YEAR : SEMESTER - V

- 1 Elective Courses (EC)**
 - 1 Auditing - I
 - 2 Strategic Management
 - 3 Financial Services Management
 - 4 Business Ethics and Corporate Governance
- 2 Core Courses (CC)**
 - 5 International Banking & Finance
- 3 Ability Enhancement Course (AEC)**
 - 6 Research Methodology

FIRST YEAR : SEMESTER - I

- 1 Elective Courses (EC)**
 - 1 Principles and Practices of Banking & Insurance
 - 2 Business Law
 - 3 Financial Accounting - II
- 2 Ability Enhancement Courses (AEC)**
 - 2A Ability Enhancement Compulsory Course (AECC)**
 - 4 Business Communication-II
 - 2B Skill Enhancement Courses (SEC)**
 - 5 Foundation Course - II
- 3 Core Courses (CC)**
 - 6 Organisational Behaviour
 - 7 Quantitative Methods-II

SECOND YEAR : SEMESTER - IV

- 1 Elective Courses (EC)**
 - 1 Financial Management –II
 - 2 Cost Accounting
 - 3 Entrepreneurship Management
- 2 Ability Enhancement Courses (AEC)**
 - 2A Ability Enhancement Compulsory Course (AECC)**
 - 4 Information Technology in Banking & Insurance- II
 - 2B Skill Enhancement Courses (SEC)**
 - 5 Foundation Course - IV
(An Overview of Insurance Sector)
- 3 Core Courses (CC)**
 - 6 Corporate & Securities Law
 - 7 Business Economics-II

THIRD YEAR : SEMESTER - VI

- 1 Elective Courses (EC)**
 - 1 Auditing - II
 - 2 Human Resource Management in Banking and Insurance
 - 3 Turnaround Management
 - 4 International Business
- 2 Core Courses (CC)**
 - 4 Central banking
- 3 Ability Enhancement Course (AEC)**
 - 6 Project Work In Banking & Insurance



SCHEME OF EXAMINATION

- a) Examination shall be conducted at the end of each semester.
- b) Theory paper shall carry 75 Marks. The evaluation of the performance of the students in theory paper shall be on the basis of internal assessment (25%) and semester examination (75%). Internal evaluation shall be on the basis of class assignments, group discussions, seminar attendance etc. The semester and examination shall be held at the end of each semester and shall be of 2 1/2 hours duration.
- c) The responsibility of evaluation during the first 4 semesters shall rest with the college / institution wherein the students are admitted for the course. The college / Institution shall carry out the internal evaluation for theory papers in semesters V & VI, while the university shall conduct examination for these two semesters. The internal evaluation marks of students appearing for semester V & VI shall be sent to the university by the respective College / Institution before the commencement of the respective semester-end examination.

Passing Standard :

As per credit based grade point system introduced by the University of Mumbai.





GENERAL ADMISSION PROCEDURE

1. Get the prospectus and datasheet [Pre admission-form] admission form of the desired course.
2. Read the prospectus in detail.
3. College usually display notices regarding procedure of submission of datasheet, documents to be attached to the datasheet, time-schedule for submission of the same, day, date and time of entrance examination (if any), dates of declaration of merit list and personal interview (if any) procedure for submissions of admission forms, documents to be submitted with form, mode of payment of fees, time schedule for claiming the seat, reservation of seats etc. Carefully read the notice and note down the important dates, time & amount of fees and mode of payment, details are given in the prospectus.
4. Fill the data sheet carefully (incomplete data sheets may not be accepted / processed) as per instructions.
5. Attach the necessary documents and check all the details.
6. Submit the datasheet on or before the date within the stipulate time.
7. Check the merit list.
8. As and when your name appears in the merit list, fill the admission form carefully and check again.
9. On the day and date as per the notice within the time mentioned in the notice, submit the admission form and pay the fees, failing which you lose the claim to the seat.

Payment of Fees :

1. Payment to be made in cash OR Demand Draft (DD)
2. Students who fail to pay the fees within the stipulated time would lose claim to their seat
3. The fees must be paid at the beginning of the term or semester within the stipulated time, otherwise late fees will be charged.



GENERAL INSTRUCTIONS

Student has to submit an application in the prescribed form duly completed and signed by him and his/her parent / guardian. A student once admitted, will be considered duly enrolled for the academic year, unless he / she informs the Principal in writing of his /her intention to leave the college at least before the close of the first term. If no such intimation is received, full fees for the second term will have to be paid. All admissions are valid only for the year and provisional, subject to the approval of the Government / the University of Mumbai as the case may be and have to be renewed in the prescribed form for each year of study in the college.

Admission will be as per the directions issued by the University and Government from time to time and subject to availability of seats in the college.

Provisional Eligibility :

Students passing an examination equivalent to XIIth of the Higher Secondary Board of Maharashtra from other states and immigration from other Universities / Board and seeking admission to the first year of the Three year integrated Degree course will be admitted only on production of Provisional Eligibility Certificate issued by the University of Mumbai. Such students should submit a Migration Certificate, statement of marks and Passing Certificate in original within two months from the date of admission, failing which their admission is liable to be cancelled. Apart from this, the student has to submit the Verification Report from respective Board at the time of admission as per the rules laid down by University of Mumbai.

NOC

Student joining from other colleges affiliated to the University of Mumbai will be admitted provisionally on a production of a No Objection Certificate from the Principal of the college last attended, and that their admission will be confirmed only on receipt of the online Transfer Certificate (T.C) from their previous college.

Library Card and Identity Card

Each student admitted for the course on payment of fees will receive a blank library card from the college office. This is to be returned to the Library by the student with all personal data filled in and their latest small size photograph affixed in proper place for the signature of the principal. All the students must wear their I-Card, while they are in the college premises and must produce the same whenever required by the member of the staff or authority. Students without I-Card are liable to disciplinary action. A duplicate I-Card will not be issued without the special permission of the principal and proper procedure.



ATTENDANCE AND GRANT OF TERMS

Attendance of student is regulated by ordinance 0.119. The explanation issued by the University in this regard is for granting of terms. Attendance of 80% of Theory, Practical and Tutorials (Wherever prescribed) separately will be required, out of the total number of lecture's practical, and tutorials conducted in the term.

A Monthly black list will be displayed on the notice board. Student, whose name appears on two continuous black list will face dismissal from the college.

Student, who fails to maintain the attendance on account of bonafide illness; or any other reason, which is deemed sufficient by the principal, should apply to the principal in writing for leave of absence, prior to or within two days from the date of commencement of such leave. Failing which they will be treated as defaulters. All applications for leave of absence along with medical certificate, if any, be submitted to the college office and not directly to any teacher. student, who requests for leave of absence for lecture / practicals, tutorials, for participating in sport, games, cultural or any other activities on behalf of the college, should submit the application counter-signed by the respective professor in charge.

Parents are requested to kindly contact the professor in charge of subject, Head of Department, or Principal, at least once in a term, to keep themselves abreast with their wards attendance and performance.

LIBRARY

General Rules

1. Each student entering the library premises should have a valid college identity card. It should be produced as and when demanded by any of the library staff
2. Identity Card and Library Card are not transferable.
3. Student must handle books or periodicals etc. with great care. Any attempt to damage books or periodicals by defacing or tearing the pages will be treated as misconduct and strictly dealt with.
4. If the original- reader's card is lost, a duplicate card will be issued on payment of Rs. 100/-

STUDY ROOM RULES

1. Complete silence and strict discipline should be maintained in the library and study room.
2. If any reference is required, students should approach the librarian.

HOME ISSUE

1. Each student is expected to read and strictly follow the instructions given on the reverse side of the reader's card.
2. In case of late return of books students will have to pay a fine at due rate of Rs.2/- per day. In case of serious default, the amount of fine may increase up to Rs.20/- per day.
3. While charging the fine, holiday will be counted and no-exemption will be granted in any case.
4. Only text books will be issued for home reading.
5. Re-issue of the books will depend upon the demand for the same.
6. All cases of disregard of these rules will be reported to the Principal for appropriate action.

COLLEGE DISCIPLINE



1. The college gives importance to discipline and the same must be scrupulously observed by all students.
2. Failure to comply with any of the rules, regulations or requirements notified from time to time will lead to strict disciplinary action. Any damage to classroom property will invite fine from the concerned students.
3. Switch off mobiles once you enter the campus. Students caught using mobiles will be fined and mobiles will be confiscated.
4. Students must attend all classes, tutorials and practical according to the timetable. Absence from any of these classes, without the permission of the principal may lead to loss of the term. If the attendance of students in any subject is not found to be 80% in both terms, their admission forms for Board Examination are liable to be detained by the principal.
5. Students are advised to attend all lectures & practicals punctually and regularly. Absence for SINGLE lecture will be considered as absence for the whole day. In case of sickness, a leave application should be submitted to college office along with a medical certificate.
6. Unfair means during examination : Students adopting unfair means at the examination may be debarred or strict disciplinary action will be taken against them
7. Insubordination, abusive language, misbehavior or misconduct can lead to the dismissal of the student.
8. Student should make use of the college library or students' common room and must not loiter in the college premises when they have a free period.
9. Student must not do anything either inside or outside college that will in any way interfere with its orderly administration and discipline. They should not communicate any information or write anything about the college to the press without the permission of the college
10. Students are liable to lose their terms for disobedience, misconduct, misbehaviour or for any act of serious indiscipline.
11. Students must take care of the college property. Any damage done to the property of college, disfiguring walls, windows and fittings or breaking furniture and such other thing is breach of discipline and will be punished as such.
12. Smoking, Tobacco Chewing, Drugs, Spitting etc. are strictly prohibited in the college premises.
13. No association or organizations shall be formed, no meetings will be held, no person will be invited to address the students in the college without the prior permission of the Principal.
14. No Picnics, Social Excursion, Tours shall be arranged without the prior written permission of the principal .
15. Matters not covered by the existing rules will rest at the discretion of the Principal.
16. All Students applying for Bonafide Certificate, Character Certificate or Birth Certificate must apply to the principal of the college through the concerned clerk in the college office.



17. Students are advised to keep sufficient number of Xerox copies of their S.S.C./ H.S.C. Mark Sheet and Leaving Certificate, because original leaving certificate cannot be returned as per the Maharashtra Government Rule
18. Students wearing obscene dress will not be allowed in the campus and strict action will be taken against them.
19. Ragging within or outside the educational institute is prohibited.
I. Dismissal :Any student convicted of an offence shall be dismissed from the college and such student shall not be admitted in any other institute for a period of five years.
20. Students should not bring mobile, phones, personal music systems, video games etc. inside the institute. as it will interfere in institutes orderly administration and discipline. If found, guilty the gadget will be confiscated and not returned.
21. On completion of their course, library deposit and caution money refund can be claimed by the student by submitting an application. It is the responsibility of the student to claim the refund.
22. Student failing to pay fees in time will be charged penalty.

Counselling Cell :

It is observed that students have many problem causing stress and strain. Therefore, college has set up a counselling cell to guide and help the students to cope up with these problems.

Students Grievance Cell :

All grievances pertaining to ragging, harrasment of students, especially the women students shall be looked into and addressed by the grievance committee.

Student Council :

Literary, cultural recreational, scientific and other social activities of the college and helps in training students to take active part, in the activities of the college. Class representative nominated on the basis of the past examination merit is a member of this council. One nominated member among the class representative will represent the university student council.

Sports and Cultural activities unit :

For conducting sports and cultural activities at the college level as well as intercollegiate level (University Level) college will form the committees of teachers and students on the basis of the respective activities.

Disclaimer

Every effort has been made to ensure that the information given in this Prospectus is correct at the time of publishing. However the college does not accept any liability for any errors that it may contain or for any subsequent changes that may affect the information given. Students are therefore, advised to contact the institute office in case of any specific queries / clarification regarding any matter detailed in this publication.

Donation / Capitation Fee

The college or the VET does not accept any donation / capitation fee. All admissions are given as per merit, rules, regulations and procedures laid down by the University / Government. Students seeking admission to this college are requested not to pay to any person, who promises admission against donation and report the same to the Principal / Management.

A Note to Parent / Guardian

Parents / Guardians are requested to contact Class Teacher / Vice-Principal or the Prof. In-Charge of Attendance Committees, regularly (at least once in a month) to know about their ward's attendance or Progress.

Warning : Ragging is Strictly prohibited in the college premises and outside. Any Student indulging in any activity that may be construed as ragging, directly or indirectly will face severe action, which could even lead to expulsion from the college

STUDENT LIFE



Getting involved on campus helps with the transition to college life as well as provides outside the classroom learning and fun! KMCC have various students' associations for the students which provide platforms for the students to realize their potentials.

KMCC has several students associations that provides peer support, services and organizes student activities and club

KMCC has the following associations:

1. Cultural and Inter collegiate:

The Cultural association provides Junior as well as Degree college students an opportunity to participate in an array of cultural activities, competitions and workshops held by the college all round the year.

2. Hindi Sahitya Sangh

Its Objectives is to Promote use of the national language and also to inculcate a sense of patriotism

3. Marathi Vangmay Mandal

Its objective is to promote the regional language, to provide opportunities for students to explore their talents to organise and participate in intercollegiate competitions. Some of the Activities

4. English Fun Club

Objectives:

- To introduce them to great books and the works of great authors
- Help them understand literary works through interaction with experts in the field.
- To develop skills in self-expressions, analytical abilities and critical appreciation.

5. NSS

Objectives:

- Inculcating responsibility towards community
- Developing students as responsible citizens

6. Sports

Some of the Activities:

Our students represented the college in the following events at the intercollegiate level

- Table Tennis
- Chess
- Cricket
- Badminton

7. Nature Club

Some of the Activities:

- Treks to various places

8. Women Development Cell

- To prevent sexual harassment and to promote general well-being of female students, teaching and non teaching women staff of KMCC College.
- To create social awareness about the problems of women and in particular regarding gender discrimination.