



NAAC Accredited at the 'A' Level

**SANT GADGE BABA
AMRAVATI UNIVERSITY**
AMRAVATI - 444602
(M.S.)

☎ : 2662206, 2662207, 2662208, 2662249, 2662358.
website : www.sgbau.ac.in

FAX NO. 0721-2660949, 2662135

Revised

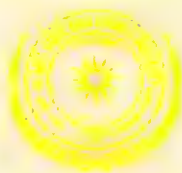
No.SGBAU/8/C-²²⁴⁴/2019
Dt: 05 -12- 2019

TO WHOM IT MAY CONCERN

This is to certify that, Matoshri Subhadrabai patil Art and Late pandurangji Thakare Commerce College, Manora, Dist. Washim-Maharashtra is affiliated to the **Sant Gadge Baba Amravati University, Amravati** since 1992 and the following Courses / Subjects are taught in the said college as per approval.

Sr. No	Program me	Courses	Duration	Affiliation Permanent/ Temporary	Period of Validity
	B.A.	English, Marathi, Pol.Science, Economic, History, Home- Economic,	3 yrs.	Permanent	Permanent
	B.A.	Sociology, Indian Music, English Literature	3 yrs.	Temporary	2018-2019
	B.Sc.	English, Marathi, Computer Science, Chemistry, Physics, Mathematics, Zoology, Botany.	3 yrs.	Permanent	Permanent
	B. Com.	B.Com.	3 yrs.	Permanent	Permanent


Deputy Registrar (Colle.),
Sant Gadge Baba
Amravati University



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FAX NO. 0721-2662135, 2660949

GRAM : AMUNI

Website : www.sgbau.ac.in

CERTIFICATE

This is to certify that the M.S.P Arts, Commerce & KPT Science College, Manora Dist. Washim is recognized Research Centre of Sant Gadge Baba Amravati University for the following subject.

Sr.No.	Subject	Year of Recognition
1	Chemistry	Session 2019-20 & onwards

The certificate has been issued on their own request.

Asstt. Registrar(Ph.D.Cell),



Dnyanopasak Shikshan Prasarak Sanstha, Manora.
M.S.P Arts, Science and K.P.T Commerce College,
Manora Dist. Washim

Affiliated under SGB Amravati University Amravati.

NAAC GRAD " B "

Under 2(f) & 12(B) of UGC New Delhi

Website: www.mspkptmanora.org.in

Senior College * Junior College (Arts, Commerce & Science) * H.S.C Vocational

Phone & Fax: (Off.) (07253) 233207

mail: mspkpt@rediffmail.com

Arvind Ingole

Dr. N.S Thakare

Mahadeorao Thakare

President

Principal

प्रती

साहय. कुलसचिव (म वि)

संत गाडगेबाबा अमरावती विद्यापीठ

अमरावती

01/19

विषय :- शै.स. २०१९-२०चे विषयाचे सलगनीकरण शुल्क स्वीकारणे बाबत

संदर्भ :-

महोदय,

वरील विषयास अनुसरु आपनास विनंती की आमचे महाविद्यालयाला शै.स. २०१६-१७चे नविन विषयाला माण्यता मिळाली (समाजशास्त्र भरतिय संगीत इग्रजी साहीत्य) याविषयाचे सलगनीकरण शुल्क रू ५०००/-विद्यापीठ खाती जमा करीत आहोत ती स्वीकारावी हि विनंती


Principal

M.S.P. Arts, Sci. & K.P.T. Comm
College, Manora Dist. Washim

स्थळ :- मानोरा

दि १२ / ६ / २०१९

पावती क्र.

२०/२८५/३४
६ आवक दिना

दिनांक

संत गाडगे बाबा अमरावती विद्यापीठ

18/11/19

15/08/2019

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No. H: 251285

SANT GADGE BABA AMRAVATI UNIVERSITY

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Name : 251285 15/06/2019

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B.Sc.Part-I (Semester-I & II)
(Prospectus No.2016121)

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SANT GADGE BABA AMRAVATI UNIVERSITY
SPECIAL NOTE FOR INFORMATION OF THE STUDENTS

- (1) Notwithstanding anything to the contrary, it is notified for general information and guidance of all concerned that a person, who has passed the qualifying examination and is eligible for admission only to the corresponding next higher examination as an ex-student or an external candidate, shall be examined in accordance with the syllabus of such next higher examination in force at the time of such examination in such subjects, papers or combination of papers in which students from University Departments or Colleges are to be examined by the University.
- (2) Be it known to all the students desirous to take examination/s for which this prospectus has been prescribed should, if found necessary for any other information regarding examinations etc. refer the University Ordinance Booklet the various conditions/provisions pertaining to examinations as prescribed in the following Ordinances-

Ordinance No. 1	:	Enrolment of Students.
Ordinance No.2	:	Admission of Students
Ordinance No. 4	:	National Cadet Corps
Ordinance No. 6	:	Examination in General (relevant extracts)
Ordinance No. 18/2001	:	An Ordinance to provide grace marks for passing in a Head of passing and Improvement of Division (Higher Class) and getting Distinction in the subject and condonation of deficiency of marks in a subject in all the faculties prescribed by the Statute NO.18, Ordinance 2001.
Ordinance No.9	:	Conduct of Examinations (Relevant extracts)
Ordinance No.10	:	Providing for Exemptions and Compartments
Ordinance No. 19	:	Admission Candidates to Degrees
Ordinance No.109	:	Recording of a change of name of a University Student in the records of the University

Ordinance No. 138	:	For improvement of Division
Ordinance No.19/2001	:	An Ordinance for Central Assessment Programme, Scheme of Evaluation and Moderation of answerbooks and preparation of results of the examinations, conducted by the University, Ordinance 2001.

Dr. Ajay P. Deshmukh
 Registrar
 Sant Gadge Baba Amravati University

**SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVATI
DIRECTION**

No. : 16/2010

Date : 11/06/2010

Subject : Examinations leading to the Degree of विज्ञान स्नातक (Bachelor of Science) (Three Year Degree Course-Semester Pattern), Dirciton, 2010.

Whereas, University Grants Commission, New Delhi vide D.O.No.F-2/2008/(XI Plan), Dtd.31 Jan.2008 regarding new initiatives under the 11th Plan – Academic Reforms in the University has suggested for improving quality of higher education and to initiate the Academic Reform at the earliest.

AND

Whereas, the Academic Council while considering the above letter in its meeting held on 30.4.2008, vide item No.55 has resolved to refer the same to Dean's Committee, and the Dean's Committee in its meeting held on 19.07.2008 has decided to refer the matter to all Board of Studies.

AND

Whereas the recommendations of various Board of Studies in the faculty of Science regarding Upgradation and Revision of various syllabi and introduction and implementation of Semester Pattern Examination System at under graduate level was considered by the faculty of Science in its meeting held on 7.12.2009 and constituted a Committee of all Chairmen of Board of Studies and one member nominated by Chairmen of respective B.O.S. under the Chairmanship of Dean of faculty to decide the policy decision regarding semester pattern examination system.

AND

Whereas, the faculty of Science in its emergent meeting held on 11th May, 2010 vide item No.26, has considered, accepted and recommended to Academic Council, the policy decision regarding introduction of Semester pattern and the draft syllabi of B.Sc. Part-I (Semester-I & II) along with draft ordinance and other details. The recommendations of the faculty was approved by the Academic Council in its emergent meeting held on 28.5.2010, vide item No.35 D).

AND

Whereas, Ordinance No.143 in respect of Examinations leading to the Degree of विज्ञान स्नातक (Bachelor of Science) is in existence in the University as per annual pattern examination system.

AND

Whereas, new scheme of examination as per semester pattern is to be implemented from the Academic Session 2010-11 for Semester-I & onwards which is regulated by an Ordinance and framing of an Ordinance for the above examination is likely to take some time.

AND

Whereas, the admission of students in the semester pattern at B.Sc. Part-I (Semester-I) are to be made in the Academic Session 2010-11.

Now, therefore, I, Dr. Kamal Singh, Vice Chancellor of Sant Gadge Baba Amravati University, in exercise of powers conferred upon me under sub-section (8) of section 14 of the Maharashtra Universities Act., 1994, do hereby direct as under:

1. This Direction may be called, "Examinations leading to the Degree of विज्ञान स्नातक (Bachelor of Science) (Three Year Degree Course-Semester Pattern), Dirciton, 2010".
2. This direction shall come into force with effect from the date of its issuance.
3. (i) The following shall be the examination leading to the Degree of विज्ञान स्नातक (Bachelor of Science) in the faculty of Science-
 - (1) The विज्ञान स्नातक भाग-१, सत्र-१ व २ (B.Sc. Part-I, Sem-I & II) Examination;
 - (2) The विज्ञान स्नातक भाग-२, सत्र-३ (B.Sc. Part-II, Semester-III) Examination;
 - (3) The विज्ञान स्नातक भाग-२, सत्र-४ (B.Sc. Part-II, Semester-IV) Examination;
 - (4) The विज्ञान स्नातक अन्त्य, सत्र-५ (B.Sc. Final, Semester-V) Examination; and
 - (5) The विज्ञान स्नातक अन्त्य, सत्र-६ (B.Sc. Final, Semester-VI) Examination.
- (ii) The period of Academic Session shall be such as may be notified by the University.
4. (i) The theory examination of Semester-I & II shall be simultaneously conducted by the University at the end of Semester-II in Summer.
- (ii) The examination of Semester-III, IV, V & VI shall be conducted by the University and shall held by the end of each semester separately.

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SANT GADGE BABA AMRAVATI UNIVERSITY AMRAVATI
SPECIAL NOTE FOR INFORMATION OF THE STUDENTS

(1) Notwithstanding anything to the contrary, it is notified for general information and guidance of all concerned that a person, who has passed the qualifying examination and is eligible for admission only to the corresponding next higher examination as an ex-student or an external candidate, shall be examined in accordance with the syllabus of such next higher examination in force at the time of such examination in such subjects papers or combination of papers in which students from University Departments or Colleges are to be examined by the University.

(2) Be it known to all the students desirous to take examination/s for which this prospectus has been prescribed should, if found necessary for any other information regarding examinations etc., refer the University Ordinances Booklet the various conditions/provisions pertaining to examination as prescribed in the following Ordinances.

Ordinance No. 1	:	Enrolment of Students.
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Ordinance No. 6	:	Examinations in General (relevant extracts)
Ordinance No. 18/2001	:	An Ordinance to provide grace marks for passing in a Head of passing and Improvement of Division (Higher Class) and getting Distinction in the subject and condonation of deficiency of marks in a subject in all the faculties prescribed by the Statute NO.18, Ordinance 2001.
Ordinance No. 9	:	Conduct of Examinations (relevant extracts)
Ordinance No. 10	:	Providing for Exemptions and Compartments
Ordinance No. 19	:	Admission of Candidates to Degrees.
Ordinance No. 109	:	Recording of a change of name of a University student in the records of the University.

Ordinance No. 6/2008	:	2 For improvement of Division/Grade.
Ordinance No. 19/2001	:	An Ordinance for Central Assessment Programme, Scheme of Evaluation and Moderation of answerbooks and preparation of results of the examinations, conducted by the University, Ordinance 2001.

Dineshkumar Joshi
 Registrar
 Sant Gadge Baba Amravati University

PATTERN OF QUESTION PAPER ON THE UNIT SYSTEM

The pattern of question paper as per unit system will be broadly based on the following pattern.

- (1) Syllabus has been divided into units equal to the number of question to be answered in the paper. On each unit there will be a question either a long answer type or a short answer type.
- (2) Number of question will be in accordance with the unit prescribed in the syllabi for each paper i.e. there will be one question on each unit.
- (3) For every question long answer type or short answer type there will be an alternative choice from the same unit. However, there will be no internal choice in a question.
- (4) Division of marks between long answer and short answer type question will be in the ratio of 40 and 60.
- (5) Each short answer type question shall Contain 4 to 8 short sub question with no internal choice.

*** ORDINANCE NO. 147**
EXAMINATIONS LEADING TO THE DEGREE OF
BACHELOR OF COMMERCE (वाणिज्य स्नातक)

1. The following shall be the examinations, leading to the Degree of Bachelor of Commerce (वाणिज्य स्नातक) namely :-
 - (i) the B.Com. Part-I (वाणिज्य स्नातक भाग-१) Examination,
 - (ii) the B.Com. Part-II (वाणिज्य स्नातक भाग-२) Examination, and
 - (iii) the B. Com. Final (वाणिज्य स्नातक अन्त्य) Examination.
2. The duration of the Degree Course under this Ordinance shall be of three academic years with the B.Com. Part-I (वाणिज्य स्नातक भाग-१) Examination at the end of the first academic year, the B.Com. Part-II (वाणिज्य स्नातक भाग-२) Examination at the end of the second academic year and the B. Com. Final (वाणिज्य स्नातक अन्त्य) Examination at the end of the third year.
3. The Examinations specified in the preceding paragraph shall be held twice a year at such places and on such dates as may be appointed by the Academic Council.
4. Subject to compliance with the provisions of this Ordinance and of other Ordinances in force from time to time, an applicant for admission to:-

(A) the B. Com. Part-I (वाणिज्य स्नातक भाग-१) Examination shall have :-

- (i) passed the 12th Standard Examination of the Maharashtra State Board of Secondary and Higher Secondary Education, with English at Higher or Lower level and Modern Indian Languages at Higher or Lower level with any combination of optional subjects;

OR

XII Standard Examination of Maharashtra State Board of Secondary and Higher Secondary Education in Vocational Stream with one language only; or any other examination recognised as equivalent thereto; in such subjects and with such standards of attainments as may be prescribed;

* As amended by Ordinance No. 1 of 1980, 43 of 1980, 4 of 1981, 30 of 1981, 12 of 1983, 19 of 1983, 7 of 1985, 4 of 1986, 17 of 1987, 10 of 1992, 4 of 1998, 2 of 1999, 9 of 2000, 11 of 2000, 16 of 2001 and 18 of 2003.

OR

- (ii) been unsuccessful at the Intermediate (10+2 Pattern) Examination of the University;
 - (iii) The Students seeking admission for vocational subject under U.G.C. Scheme, shall be eligible who fulfil the following condition, besides the admission qualification laid down in paras 4(A) i) & ii) above.
The Students who has passed 10+2 with the subjects Accounting & Business Studies.
 - (iv) Only 30 students will be eligible for admission for Vocational subject on merit basis.
- (B) The B. Com. Part-II (वाणिज्य स्नातक भाग-२) Examination shall have :-
- (i) passed the (वाणिज्य स्नातक भाग-१) B. Com. Part-I Examination of the University with English as one of the subjects of passing or an examination recognised as equivalent thereto; and
- (C) B. Com. Final (वाणिज्य स्नातक अन्त्य) Examination shall have passed B. Com. Part-II (वाणिज्य स्नातक भाग-२) Examination of this University.
5. A collegiate candidate shall have prosecuted a regular course of study for not less than one academic year before being admitted to B. Com. Part-I (वाणिज्य स्नातक भाग-१) or the B.Com. Part-II (वाणिज्य स्नातक भाग-२) or the B.Com. Final (वाणिज्य स्नातक अन्त्य) Examination.
 6. An applicant for the B. Com. Part-I (वाणिज्य स्नातक भाग-१) or the B. Com. Part-II (वाणिज्य स्नातक भाग-२) or the B. Com. Final (वाणिज्य स्नातक भाग-३) Examination shall have passed an examination specified in Clauses (A), (B) and (C) of Paragraph 4 respectively, not less than one academic year prior to his admission to the respective examination.
 7. Without prejudice to the other provisions of Ordinance No. 6 relating to the Examinations in General, the provisions of Paragraphs 5, 7, 8, 10, 27 and 32 of the said Ordinance shall apply to every Collegiate candidate.
 8. The fee for each of the examinations shall be as prescribed by the Competent Authority, time to time.
 - #9. (A) An examinee for the B. Com. Part-I (वाणिज्य स्नातक भाग-१) examination shall be examined in the following subjects namely :-

APPENDIX-A

वाङ्मय स्नातक भाग-१
(B.A. PART-I) EXAMINATION

Subject	No. of Paper/ Practical	Maximum Marks	Minimum Pass Marks in each Paper & Practical
I Compulsory English ✓	Theory	70	21
	Viva voce	30	09
II Compulsory Language.	One Paper	100	30
III Any three of the following subjects :-			
1. English Literature ✓	One Paper	100	30
2. Literatures of the Modern Languages: Marathi, ✓ Hindi, Urdu, Telugu, Bengali, Gujarathi, French, German or Russian	One Paper	100	30
3. Literatures of the Classical Languages:- Sanskrit, Arabic, Persian or Pali and Prakrit	One Paper	100	30
4. Mathematics	3 Papers of 50 marks each	150	45
5. History ✓	One Paper	100	30
6. Geography	One Paper	70	21
	Practical	30	9
7. Economics ✓	One Paper	100	30
8. Philosophy	One Paper	100	30
9. (a) Indian Music ✓	One Paper	50	15
	Practical	50	15
(b) European Music	One Paper	50	15
	Practical	50	15
10. Home Economics ✓	One Paper	70	21
	Practical	30	9
11. Sociology ✓	One Paper	100	30
12. Psychology	One Paper	70	21
	Practical	30	9
13. Statistics	Two Papers of 60 marks each	120	36
	Practical	30	9

Subject	No. of Paper/ Practical	Maximum Marks	Minimum Pass Marks in each Paper & Practical
14. Ancient Indian History & Culture	One Paper	100	30
✓ 15. Political Science	One Paper	100	30
16. Public Administration	One Paper	100	30
17. Linguistics	One Paper	100	30
18. Community Development & Extension	One Paper	100	30
19. Co-operation	One Paper	100	30
20. Village Industries	One Paper	100	30
21. Functional English (Vocational)	Theory Practical	80 20	24 06
22. Early Childhood Care and Education and (vocational)	Theory Practical	70 30	21 09
23. Rural Handicrafts (vocational)	Theory Practical	50 50	15 15
24. Rashtrasant Tukdoji Thoughts.	One Paper	100	30
25. Yogashastra	Theory Practical	50 50	15 15
26. Library and Information Science	One Paper	100	30

APPENDIX-B

बाह्य मय स्नातक भाग-२
(B.A. Part-II) EXAMINATION.

Subject	No. of Paper/ Practical	Maximum Marks	Minimum Pass Marks in each Paper & Practical
I. Compulsory English	Theory Viva-voce	70 30	25 11
II. Compulsory Language.	One Paper	100	35

SANT GADGE BABA AMRAVATI UNIVERSITY

SPECIAL NOTE FOR INFORMATION OF THE STUDENTS

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- | | | |
|-----------------------|---|---|
| Ordinance No. 1 | : | Enrolment of Students. |
| Ordinance No. 2 | : | Admission of Students |
| Ordinance No. 4 | : | National cadet corps |
| Ordinance No. 6 | : | Examinations in General (relevent extracts) |
| Ordinance No. 18/2001 | : | An Ordinance to provide grace marks for passing in a Head of passing and Improvement of Division (Higher Class) and getting Distinction in the subject and condonation of defficiency of marks in a subject in all the faculties prescribed by the Statute NO.18, Ordinance 2001. |
| Ordinance No. 9 | : | Conduct of Examinations (relevent extracts) |
| Ordinance No. 10 | : | Providing for Exemptions and Compartments |
| Ordinance No. 19 | : | Admission of Candidates to Degrees. |
| Ordinance No. 109 | : | Recording of a change of name of a University student in the records of the University. |
| Ordinance No. 138 | : | For improvement of Division/Grade. |

Ordinance No.19/2001

An Ordinance for Central Assessment
Programme, Scheme of Evaluation and
Moderation of answerbooks and preparation
of results of the examinations, conducted by
the University, Ordinance 2001.

Dinashkumar Joshi
Registrar
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3

AMRAVATI UNIVERSITY
FACULTY OF ARTS
% ORDINANCE NO. 146
Examinations Leading to the Degree of
वाङ्.मय स्नातक
(Bachelor of Arts)

1. The following shall be the examinations leading to the Degree of वाङ्.मय स्नातक (Bachelor of Arts) namely -
 - (i) the वाङ्.मय स्नातक भाग-१ (B.A. Part-I) Examination;
 - (ii) the वाङ्.मय स्नातक भाग-२ (B.A. Part-II) Examination; and
 - (iii) the वाङ्.मय स्नातक अन्त्य (B.A. Final) Examination.
2. The duration of each of the above courses shall be of one academic year with an Examination at the end of each Academic year.
3. The examinations specified in Paragraph 1 shall be held twice a year at such places and on such dates as may be appointed by the Academic Council.
4. Subject to his compliance with the provisions of this Ordinance and of other Ordinances in force from time to time, an applicant for admission to the :-
 - (A) वाङ्.मय स्नातक भाग-१ (B.A. Part-I) Examination shall have passed :-
 - (i) the 12th Standard Examination of Maharashtra State Board of Secondary and Higher Secondary Education or an examination recognised as equivalent thereto with English as one of the subjects of passing and in such subjects and with such standards of attainments as may be prescribed;
 - OR
 - (ii) the XII Standard Examination of Maharashtra State Board of Secondary and Higher Secondary Education in Vocational Stream with one Language only.
 - OR

% As amended by Ordinance Nos. 5/1985-7/1986-16/1987-2/1991-13/1999, 12/2000, 17/2000, 13/2004, 27/2005, 44/2005, 1/2007.



Dnyanopasak Shikshan Prasarak Sanstha, Manora. Regd No. 1393

**MATOSHRI SUBHADRABAI PATIL ARTS, SCIENCE & LATE PANDURANGJI THAKARE
COMMERCE COLLEGE, MANORA, DIST. WASHIM 444 404 (M.S.) India**

Affiliated to Sant Gadgebaba Amravati University, Amravati. NAAC Accredited 'B' Grade

PROSPECTUS
Academic Session

संत गाडगे बाबा अमरावली विद्यापीठ

॥ विद्यापीठ गीत ॥

विद्या धितन । विद्या मंशन ।

विद्या सर्जन । विद्या जीवन ॥

जनमन जगन, करीत निरंतर, विद्यापीठ झाले

संत गाडगे बाबा पुनये स्थापन पुर्ण झाले ॥

कुणी ने आता खुले अडानी, ज्ञानाचाह विज्ञान कळाले

परमपूनीतीत प्रतिपेक्षाही, आभाळाचे पंखा विकाले

दशगुणाचे अक्षर जडार, वेद नवा बांदले ॥ १ जनमन...

किती रंजले, किती गांजले, किती ओघले लुळे पांगले

कर्मयोग निव्वाम आचरण, कथेत येता बांधव सांगले

भूतदेव्या ओल्याव्याने, मानस मोहरले ॥ २ जनमन...

धर्मजातीच्या पलिकडेही माणूस केवळ माणूस असतो

भेदधर्माचे बंध सोडनी मानवतोचे पुजन करतो

पिढ्यापिढ्याने जीवन दर्शन विश्वात्मक झाले ॥ ३

जनमन जगन, करीत निरंतर, विद्यापीठ झाले



LATE PANDURANGJI THAKARE



MATOSHRI SUBHADRABAI PATIL

Vision

To create the foundation for education for intellectual development and moral strength in new generation

OUR MISSION

- * To provide education at reasonable, affordable fees.
- * To provide higher education with skill and entrepreneurship to the students of rural area.
- * To promote value based education.
- * To inculcate the feeling of nationality.
- * To boost scientific and technological temperature..
- * To imbibe the spirit of nationality.
- * To create an atmosphere where everyone should live fearlessly.



Ho'nbble Vice Chancellor Dr. Murlidhar Chandekar SGBAU & Ex Director R&D Nagpur Dr. Prakash Puranik at inauguration Ceremony of Two Days national seminar



Achievement of the Students Maths Workshop



Shri Arvindbhai Ingole, President DSPS and Nayab Tehsildar Nile Manora felicitating MPSC passed students

OUR VISIONARIES

Shri Arvind Deoman Ingole
Shri Mahadeo Jagannath Thakare

Executive Body

1) Shri Arvind Deoman Ingole	President
2) Shri Mahadeo Jagannath Thakare	Secretary
3) Shri Ashok Laxmanrao Deshmukh	Member
4) Shri Suresh Bhaurao Gawande	Member
5) Shri Dnyandeorao Shankarrao Bhoyar	Member
6) Shri Motiram Tukaram Thakare	Member
7) Shri Onkar Parashram Rathod	Member
8) Shri Prakash Laxmanrao Ingole	Member

College Development Committee

1) Mr. Arvind D. Ingole	(EX. Officio President) Society President
2) Mr. Mahadeorao J. Thakare	(Member) Society Secretary
3) Mr. Ashokrao L. Deshmukh	(Member) Education Field
4) Mr. Sureshrao B. Gawande	(Member) Social Field
5) Shri Onkar Parashram Rathod	(Member) Industry field
6) Dr. N.A. Thakare	(Member) Teacher representative
7) Dr. J. N. Kamble	(Member) Teacher representative
8) Miss Ranjana A. Naxine	(Member) Teacher representative Women
9) Mr. Gajanan V. Patil	(Member) Head of Deptt.
10) Mr. A. Y. Ali	(Member) IQAC Coordinator
11) Mr. P.S. Bhoyar	(Member) Nonteaching representative
12) Ku. Ashwini A. Hande	(Member) Alumni
13)	president, student council
14)	Secretary, student council
15) Dr. N.S. Thakare	(Ex. Officio Secretary) Principal

School Committee

1) Mr. Arvind D. Ingole	(President)
2) Mr. Mahadeorao J. Thakare	(Member)
3) Mr. Prakashrao L. Ingole	(Member)
4) Mr. Dnyandeorao Shankarrao Bhoyar	(Member)
5) Mr. Motiram Tukaram Thakare	(Member)
6) Mr. Rajendra K. Thakare	(Member)
7) Mr. Sunil M. Padghan	(Non teaching representative)
8) Principal Dr. N.S. Thakare	(Ex Officio Secretary)



Help at fire affected Bhajji Nagar Manora



Cycle Distribution Under Manav vikas Mission at the hands of Gurudev Seva Mandal's Representative

STUDENT DEVELOPMENT CELL

- 1) Dr. N. A. Thakare
- 2) Prof. G. V. Patil
- 3) Prof. Ku. R. A. Naxine
- 4) Prof. M. C. Dhabe
- 5) Prof. P. N. Kamble



Celebrating Wachak Prerna Din in Memory Dr. B.R. Ambedkar

Faculties (Senior college)

Arts

- 1) Mr. K. M. Mulay
- 2) Miss R. V. Ingole
- 3) Dr. A. Y. Ali
- 4) Dr. J. N. Kamble
- 5) Miss. R. A. Nakshina
- 6) Mr. G. V. Patil
- 7) Dr. N. A. Thakare

Commerce

- 1) Mr. M. P. Thakare
- 2) Mr. B.S. Ther
- 3) Dr. A. S. Nile
- 4) Mr. P. N. Kamble

Science

- 1) Dr. N. S. Thakare
- 2) Dr. M. Nafees Iqbal
- 3) Mr. S. D. Ingole
- 4) Dr. K. A. Koparkar
- 5) Mr. M. C. Dhabe
- 6) Dr. Seema V. Keswani

Committee

Administrative & Education, Work development.
Female Student counseling & guidance, Examination, Grievance Redressal Committee.
IQAC Co-ordinator, Admission, guardians meeting.
Cultural, Time table
Complaint & enquiry, Girls students guidance, Student council, CASH
Maintenance, discipline, Games and sports, construction.
Library, career counseling & Employment, Academic calendar

Extension, time table

Examination, administrative & educational work, Furniture
Library, research, tour, professional courses, AISHE

NAAC Co-ordinator p. & m., Scholarship, tour, parent teacher, RUSA

Principal

Employment, extension, research, website

Examination, library, discipline, tour, academic calendar

Unnat Bharat

N.S.S. Co-ordinator

Girl students guidance, N.S.S. Co-ordinator

Faculties (Junior College)

- 1) Mr. R. K. Thakare Jr. College Incharge, Maintenance, extension, time table, Complaint and enquiry
- 2) Mr. V. R. Bhagat Scholarship, cultural, parent meet, parent teacher
- 3) Mr. H. L. Chavhan Examination, extension, Parent teacher
- 4) Mr. R. T. Brahman Library, Scholarship, maintenance, game & sports, parent meet, parent teacher
- 5) Mr. S. D. Gawande Examination, student council, administrative, tour, parent teacher, NSS(jr)
- 6) Mr. S. P. Rithe Discipline, admission
- 7) Mr. S. P. Deshmukh Student council, administrative, time table
- 8) Mr. P. D. Raut Extension, furniture, tour
- 9) Mr. S. A. Kale Library, employment, discipline, admission, academic calendar
- 10) Mr. V. S. Ganjare Maintenance, admission, tour
- 11) Mr. V. D. Dhole Examination, N.S.S., parent teacher
- 12) Mr. A. S. Waghmare Prospectus & magazine, parent teacher
- 13) Mr. V. R. Dabale Scholarship, employment, games & sports
- 14) Ku. S. P. Bhalavi Admission, parent teacher, guidance

HSC(Vocational) Department

Committee

- 1) Mr. V. D. Thakare Employment, Discipline, Games and sports, parent teacher
- 2) Mr. D. G. More Furniture maintenance, parent teacher
- 3) Mr. S. M. Daryapurkar Computer maintenance, maintenance, prospectus & magazine, parent teacher
- 4) Mr. S.A. Boke Cultural, student council, parent teacher
- 5) Mr. G.N. Bhoyar Scholarship, examination, parent teacher

Administrative staff

- 1) Mr. P.S. Bhoyar
- 2) Mr. D. D. Ingole
- 3) Mr. S. M. Padghan
- 4) Mr. A. D. Bhatkar
- 5) Mr. P. A. Ingole
- 6) Mr. R. B. Rathod
- 7) Mr. G. S. Gawande
- 8) Mr. A. C. Bele
- 9) Mr. A. S. Patil
- 10) Mr. M. K. Ingale
- 11) Mr. V. O. Rathod
- 12) Mr. N. P. Rokade
- 13) Mr. R. S. Ghadage
- 14) Mr. S. G. Thakare



Study tour at Lonar Crater

ABOUT COLLEGE

Matoshri Subhadrabai Patil Arts, Science & Late Padurangji Thakare Commerce College Manora, was established in 1986 by the board of directors with the objectives of bringing about intellectual awakening and all round development of society through education. Matoshri Subhadrabai Patil Arts, Science & Late Padurangji Thakare Commerce College Manora is now a leading educational institute in university having Arts, Commerce and Science disciplines. The teaching staff is highly qualified, experienced and dedicated. The spectacular success achieved by the college is a creation of unusual foresight, exponentially dynamic leadership and able guidance of the President Shri Arvind D. Ingole, who had been the president of zilla parishad Washim. The achievement of academic excellence and noble, impressive & pompous infrastructure is gained by the constant efforts of multidimensional personalities of the board of directors.

Arts Faculty: Estd. 1986

**Commerce Faculty Estd.:
1993 (Reopened 2003)**

**Junior Arts & Commerce
Estd : 1986**

YCMOU center Estd.: 2011

**M.S.P. ARTS,
SCIENCE & K.P.T.
COMMERCE
COLLEGE
EST : 1986**

Science Faculty: Estd.: 1994

**Research in chemistry
Start : 2010**

HSC Vocational Estd : 1992

Junior Science Estd :1994



Alumni Association Meeting



Workshops by Social Science Humanities And Commerce

COURSES AVAILABLE

SENIOR COLLEGE

Faculty Science

B.Sc. I (Sem.1&2)
B.Sc. II (Sem.3&4)
B.Sc. III (Sem.5&6)

Subjects

Eng, Mar, Phy, Chem, Bot, Zoo, Comp. Sci.
Phy, Chem, Bot, Zoo, Comp. Sci.
Phy, Chem, Bot, Zoo, Comp. Sci.
Group 1 :- Maths, Phy, Chem
Group 2 :- Maths, Phy, Comp.Sci.
Group 3 :- Bot, Zoo, Chem.
Group 4 :- Phy, Chem, Comp.Sci.



Dr. Pradip Khedkar (M.C.M.S.G.B.U.A) at Convocation Ceremony
Dr. D. T. Ingole (Dir. S.G.B.U.A)

Arts

B.A. I (Sem.1&2)
B.A. II (Sem.3&4)
B.A. III (Sem.5&6)

Eng, Mar, Eco/Soc., Pol.Sci., Home Eco.(For Girl students Only), History/ELT, Music
Eng, Mar, Eco/Soc., Pol.Sci., Home Eco.(For Girl students Only), History/ELT, Music
Eng, Mar, Eco/Soc., Pol.Sci., Home Eco.(For Girl students Only), History/ELT, Music

Commerce

B.Com. I (Sem.1)

Eng, Mar, Principles of economics, Advanced accountancy, Principles of business organization, computer fundamentals & operating system

B.Com. I (Sem.2)

Eng, Mar, Business economics, Financial accounting, Principles of business management

B.Com. II (Sem.3)

Eng, Mar., CAT, BMS, AMS., ITB 1

(Sem.4)

Eng, Mar, CAT, Business Statistics, Income Tax, IFS, ITB-2

B.Com. III (Sem.5)

Eng, Mar, CAB, Business environment, cost accounting, BRF, IWWW-1, E commerce 1

(Sem.6)

Eng, Mar, Management Accounting, EOD, Company Law, IWWW-2, E commerce-2

Note :- 1. Environmental Science is compulsory for 4th sem. B.A., B.Sc. & B.Com. students.
2. Student should not change offered subjects without proper permission.

CARRIER ORIENTED COURSES AVAILABLE IN SENIOR COLLEGE

1. Communication skill in English 2. Nutrition & child care

CERTIFICATE COURSES OF 9 MONTH DURATION

1.Importance and components of Physical fitness 2. Ancient indian culture 3. Political Science and Election Process 4. Right to information 5. Aptitude building for competitive exam 6. Soil testing 7. Office drafting 8. Medicinal plants & Natural Remedies 9. Sewing Arts 10. Fabrication of Organic/Inorganic Solar cells 11. Vedic mathematics 12. Commercial Letter Drafting 13. Sericulture

COURSES AVAILABLE IN JUNIOR COLLEGE

Class	Faculty	Subjects
11th & 12th	Arts	Eng, Mar, History, Sociology, Pol. Sci., Eco., Env.Sci., Physical Edu.
11th & 12th	Commerce	Eng, Mar, Account, O.C. S.P., Eco., Env.Sci., Physical Edu.
11th & 12th	Science	Eng, Mar, Phy, Chem, Bio, Math, Electronics/Fisheries, Env.Sci., Physical Edu.
11th & 12th	H.S.C.Voc.	Eng, Mar, GFC, VA/UA/FA, UB/VB/FB, VCUC/FC, Env.Sci., Physical Education



Dr.Sushil Deshpande at matrusapth vyakhanmala



Prof. Pradip Vilaythar at Gram Geeta vyakhanmala



Swami Ananddevji Maharaj Patilji guiding students in Yoga and Pranayama



Students working under Unnat Bharat Abhiyan



Disaster management training by NSS +2

ADMISSION FEES FOR SENIOR COLLEGE

S.N.	Head	Full Pay Amount	EBC Pay Amount
1	Education Fee	As per govt. GR	nil
2	Art lab fee	200	200
3	Comm. Lab fee	445	445
4	Science lab fee	885	nil
5	Library fee	150	nil
6	Extra curricular programme	70	70
7	Games & sports	150	150
8	Student council fee	5	5
9	Identity card fee	35	35
10	Student security fund	55	55
11	Medical test fee	50	50
12	University fee (Annual)	55	55
13	University registration fee	11	11
14	Physical fitness test	30	30
15	College exam fee	110	110
16	Student welfare fund	10	10
17	University game fee	15	15
18	B.T. card	5	5
19	Student insurance	10	10
20	Magazine fee	80	80
21	Gadge Mah. Fund	1	1
22	Ashwamegh games fee	35	35
23	Cycle stand	55	55
24	Environment (B.A.II, B.Com.II, B.Sc.II)	150	150
25	College development fund	55	55
26	Admission fee	55	55
27	Corps fund	20	20
28	Emergency fund	10	10
29	Student help fund	30	30
30	Other	55	55
31	e-facility	80	80

Note: - Late fee for application form and examination will be charged as per university rules. Fees can be changed according to university instructions.

ADMISSION FEES FOR JUNIOR COLLEGE

S.No.	Head	Class 11th		Class 12th	
		Arts/com.	Sci	Arts/com.	Sci
1	Admission fee	16	16	18	18
2	Education Fee	192	192	216	216
3	Library fee	150	150	150	50
4	Games & sports	150	150	150	150
5	Security fund	55	55	55	55
6	College exam fee	110	110	110	110
7	Session fee	32	32	32	32
8	Identity card fee	35	35	35	35
9	B.T. card	5	5	5	5
10	Lab. Fees	—	110	—	100
11	Magazine fee	80	80	80	80
12	Cycle stand	55	55	55	55
13	College development fund	55	55	55	55

ADMISSION FEES FOR H.S.C.Vocational

Sr.No.	Head	11th	12th
1	Admission fee	20	-
2	Education Fee	250	300
3	Session fee	70	75
4	Lab/Workshop Fees	80	100
5	Lab. Deposit	100	-
6	College exam fee	110	110
7	Student insurance	10	10
8	Library fee	150	150
9	B.T. card	5	5
10	Identity card fee	35	35
11	Cycle stand	35	55
12	Game fee	150	150
13	Magazine fee	80	80
14	College development	500	500

INSTRUCTIONS AND RULES

Instructions for Applicants:

- ◆ Admission will be on strictly merit basis.
- ◆ Admission shall be confirmed after submitting original certificates and fees.
- ◆ List of the selected students and dates for admission will be displayed on the college notice board.
- ◆ Claim for admission after given time will not be entertained.
- ◆ Ragging and other violence in the college premises is strictly prohibited as per the act of 20 of 1998.
- ◆ Don't let outsider interfere in the college work, organization or any other and don't participate in such activities of interference.
- ◆ Don't vandalize or destroy college property.
- ◆ Submit your demands, difficulties, complaints politely and through peaceful way to the administration.
- ◆ Boycotting the teaching work for any reason and taking common-off (Leave) will not be allowed.

Rules for Attendance:

- ◆ 75% attendance is compulsory for all classes optional and compulsory and for physical education and N.S.S.
- ◆ The students, not fulfilling the condition of 75% attendance, will be considered disqualified for University/Board Examination and permission will be rejected and scholarship also and any other facilities.

Instructions for Enrolled Students:

- ◆ All enrolled students must strictly follow library rules displayed on library notice board.
- ◆ It is compulsory to attend & pass all units tests & annual test exam with minimum passing marks.
- ◆ Do not invite or accompany outsiders in the college campus without the prior permission of the principal.
- ◆ The college campus, college building, grounds, garden etc. should be kept clean & beautiful.
- ◆ Attend all the academic activities & N.S.S. activities timely conducted by the college.
- ◆ Any document from the office will be issued generally after three days after students' application.
- ◆ Duplicate copy of any document shall be issued by submitting an affidavit, and by paying necessary fee.
- ◆ It is compulsory to attend the college in time for the Flag Hoisting on 15th August & 26th January.
- ◆ It is compulsory to submit the due certificate of village Sarpanch / authority for bus-pass.
- ◆ Don't flash or publish the news or any information related to college in any newspaper or anywhere without the prior-permission of the Principal.
- ◆ Student council shall be elected as per University Rules.
- ◆ College gathering shall be celebrated as per the time-table and rules decided by the college.
- ◆ To form any organization, conduct meetings, to call on meetings or to address the students without Principal's prior and special permission, shall be treated as legal offence.
- ◆ Do not bring, keep or assist the bearer of weapons explosive, chemicals, intoxicants, cigarettes and tobacco or such things in the college campus.
- ◆ Don't misbehave with the students, non-teaching staff, Teachers, Principal or any other person in the college campus.
- ◆ The following documents should be submitted to get duplicate Transfer certificate
- ◆ News of any newspaper about missing of your Transfer certificate.
- ◆ Registration of your complaint about missing of your Transfer certificate and report of police enquiry.
- ◆ Affidavit - Necessary fee according to the circumstances.

Rules for G.O.I. Scholarship and Other Facilities

- ★ All the scholarship holders and the students taking advantage of Economical facilities should submit all necessary certificates and information along with the application form in the office before 10th August. Application after the date shall not be considered.
- ★ Do take the receipt of submission of scholarship form. No complaint will be entertained without receipt.
- ★ Scholarship holder have to open an account in State Bank of India, branch Manora, and have to submit the account number to the college office.
- ★ Scholarship will be directly transferred in the account of student through the government agency.
- ★ Students taking fresh admission in the college should submit the District Transfer Certificates if necessary and the last scholarship sanctioned number. Without it the next scholarship installment shall not be issued. 75% attendance in each & every subject is must for receiving scholarship.
- ★ Please link your Aadhar and bank account with Mobile No. Email Account is compulsory for filling scholarship form

Rules for Vehicle-Stand

- ★ Only college students are allowed to use the vehicle stand.
- ★ Facility of vehicle stand will be given only after paying necessary fee.
- ★ College Identity card is necessary to use the vehicle stand.
- ★ Park your cycles /vehicles at the place allotted by the college otherwise you will be fined.
- ★ Vehicle placed at cycle stand must be locked; otherwise college shall not be responsible.
- ★ Action will be taken against such students who use the cycle stand without paying its fee.

Legal Action and Punishment

- ★ The student will subject to one or more than one legal action if the students violate Code of the Conduct and Discipline, Rules and Regulation and if college discipline is breached.
- ★ Warn the students strictly so that repetition of any illegal action may be avoided.
- ★ Charge the fine decided by college.
- ★ Prohibit from taking use of Library and other facilities.
- ★ Cancel the benefits like scholarship and other economical facilities.
- ★ Hold and cancel the admission form of University / Board Exams.
- ★ Cancel the admission.
- ★ Canceling the admission to prohibit future admission.
- ★ To confiscate the fees.
- ★ To take necessary action by observing the seriousness of illegal deeds.

Documents Required

	Scholarship	Admission
Leaving certificate	01	2 Photo copies
Mark sheet	01	2 Photo copies
Caste certificate (if Applicable)	01	2 Photo copies
E.B.C. form with certificate of Tahasildar		
Income certificate	01	2 copies
Photo	01	2 copies
Scholarship order number of last school/college attended (if Applicable)	1 Photo copy	—
Caste Validity certificate	01	—
Income and Caste declaration form	01	2 copies
Certificate of change of District (if applicable)	01	01

Educational Scholarship And Other Facilities

- ★ The students willing to take admission in this college can take the advantage of any one of the following scholarship or Economical facilities.
- ★ Government of India Scholarship (G.O.I.) n Rajarshri Chhatrapati Shahu Maharaj Shishyavrutti Shulk Yojna.



Dr. Siddharth Jadhao guiding students in soft Skills development



Entry Year Students orientation Workshop by Shri. Manoj Kumar Ingole of Art of living guiding students



Mr. U. V. Wagh Deputy Executive Engineer MSEDCI MANORA at electric energy saving work shop Physics Dept

- ♦ Fee exemption and scholarship for the wards of freedom fighters.
- ♦ Fee exemption for the wards of primary teachers (P.T.C.).
- ♦ Free-ship facility for the first time failure students.
- ♦ Scholarship for Handicapped.
- ♦ National open merit scholarship.
- ♦ Indian Government National Lone Scheme.
- ♦ Rajeshri Chattrapati Shahu Maharaj Scholarship.
- ♦ Minority Student Scholarship.
- ♦ Ex-Service Men Scholarship.
- ♦ SGBAU Student Welfare Fund Scholarship.
- ♦ Eklavya Scholarship.
- ♦ Physics Merit Scholarship.
- ♦ Student welfare college level.
- ♦ Sham Lalji Rathi shishyavroti yojana.
- ♦ Central Sector Scholarship scheme.
- ♦ College Merit Scholarship.
- ♦ Vidyarthini bus pass savaiat yojana.
- ♦ Gadge Baba kamva ani shika yojana.

COLLEGE UNIFORM IS COMPULSORY OTHER THAN THURSDAY

COLLEGE CAMPUS:

1) LIBRARY FACILITIES

Education Society provides all the facilities crucial for modern Education to intense the concentration and high precision.

- ♦ Number of Books 7409 ♦ Number of Journals 16 ♦ News paper - 10
- ♦ Internet Facility ♦ Reading Room ♦ News Papers Gallery
- ♦ Book Bank Facility ♦ e-journal Surfing ♦ M. P. S. C. Study Center
- ♦ Xerox facility

3) OTHER FACILITIES:

A) N.S.S.

A Campus interview & In-house training for competitive examination through Employment Guidance Cell | Employment Placement and guidance Cell | Adhar card, employment card, caste certificate, Bank account, Income certificate camp, filtered water & water cooler | Generator Wi-fi campus hostel for girls language lab facility

B) Welfare Schemes for Students:-

- ♦ Books available in library at 25% cost.
- ♦ Savitribai Fule Dattak Yojana by college.
- ♦ Shahu Maharaj Dattak Yojana by college.
- ♦ Dr.Radhakrishnan Dattak Yojana by teachers.
- ♦ Extra B.T. card for meritorious students.
- ♦ Free book sets for meritorious students.
- ♦ English language improvement classes.
- ♦ Lodging facilities for the needy students.
- ♦ Mentorship Scheme

C) Social linkage Practices:-

1. Parent teacher scheme.
2. Farmers' workshop
3. Visit to old age
4. Distribution of clothes and needy material at Melghat tribal area
5. Environmental Awareness
6. Drinking water and malnutrition awareness
7. Health in the time of natural Calamities

D) Leadership Development Scheme:-

1. Best student award
2. Students participation in different committees.
3. Best user award
4. Seminar competition.
5. Social gathering.
6. Representation in state and national level camp and workshop.
7. Felicitation of meritorious students at Tehsil level.
8. Farmer cell

E) WELL EQUIPPED LABORATORIES

- ✳ Zoology ✳ Physics ✳ Chemistry ✳ Botany ✳ Computer Science
- ✳ Home-economics ✳ Language laboratory
- ✳ Chemistry Research Lab



Trustees along with students and staff planting a sapling in the college garden

2) SPORTS FACILITIES:

INDOOR GAMES

- ♦ Badminton ♦ Chess ♦ Carom
- ♦ Yoga Weight lifting

OUTDOOR GAMES

- ♦ Volleyball ♦ Basketball ♦ Kabbadi ♦ Kho-Kho
- ♦ Hand ball



Old Age Home visit at Manora



Principal Dr. N.S. Thakare & Team distributing clothes at tribal Melghat

Academic Calendar

June 2019	Session starts 10 th June 2019, Admission process 10 th June to 15 June 2019, Staff Council Meeting, All Committee Meeting, Teaching starts 17 th June 2019.
July 2019	HOD Meeting, Principal's address to students, B.S.K.T. Bridge course, 02 Workshop
Aug 2019	Student assembly, College Development Committee Meeting, Book Exhibition, 02 Workshop, IQAC meeting
Sept. 2019	NSS Day, Internal Assessment Exam, 02 Workshop
Oct. 2019	1st term exam Jr. College, College University Exam, Subject Conference, Common Exam 1st & 3rd Sem. University Practical Exam, 02 Workshop
Nov. 2019	IQAC meeting, First Term Vacation 24 th Oct. to 20 th Nov., Second term begins 21 st Nov. 2019, 01 Workshop
Dec. 2019	Sports Week, Youth Festival, University level Seminar competition, NSS Camp, Annual Gathering, 01 Workshop
Jan. 2020	IQAC Meeting, Poster Presentation, University Internal Exam, 02 Workshop
Feb. 2020	H.S.S.C. Board Exam., Science Day Exhibition and Poster Presentation, Internal Assessment and Common Exam III rd year
Mar. 2020	IQAC Meeting, University Internal Exam., Common Exam. IInd & IVth sem., University Practical Exam, Viva Voce, 02 workshop
Apr. 2020	IQAC Meeting, Committee report Submission, Staff Council Meeting, University college Exam, 02 Workshop College Development Committee, CDC Meeting



IFS Sumant SolankeWashim at World Sparrow Day



Shri Chetan Rathod(RFO Manora)& Prof. Raja Gore at Wild Life week Celebration



Dr. Sanjiv Kumar Sing at World Ozone Day



Dr. T.S. Dalavi at Workshop on Characterization of Organic Compound.



Dr. B.K.Dorkar & D.V. Hande at Botany Dept. Workshop.



Dr. A.V.Deshmukh, Dr. S.R. Bhoir & Dr.A.s. Nimkar at National Mathematics Day



Activities by Dept. Phy. Edu.



International Yoga Day & NSS Activity



Dr. R.T. Deshmukh Ex Principal Deogiri College Aurangabad at National Seminar



Principal Dr. N.S. Thakare awarding Degree at Convocation



Workshop on Cyber Crime awareness



Interview guidance at Soft Skills Development Workshop

Published by: **Dr. N.S. Thakare** Cell : 8975184724

Principal

Matoshri Subhadrabai Patil Arts, Science & Late Padurangji Thakare Commerce College Manora,
Dist. Washim 444 404 (M.S.) India

Web side: mspkptmanora.ac.in,

e-mail: mspkpt@rediffmail.com

Phone Nos. (07253) 263207, 263171, 263017



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SYLLABUS

The college should furnish the information in the following format about B.Voc. Program.

1. Name of the college : M.S.P. Arts, Science & K.P.T. Commerce college Manora, Dist. Washim
2. Name of the Principal : Dr. N. S. Thakare
3. Mobile Number : 8975184724
4. Name of the Nodal officer : Dr. S. D. Bhagat
5. Mobile Number : 09595197970
6. Name of B. Voc. Course : Agriculture Processing

Sr.No.	NSQF Level	Title of QP of the syllabus and brief description	QP code	Minimum education Qualification
1	4	Grardener cum Nursery Raiser: Nursery chores, seeds bed preparation and maintenance, land propagation, Green house activities.	AGR/N0809	Class 5, Preferably Not applicable
2	4	Grardener cum Nursery Raiser: Nursery chores, seeds bed preparation and maintenance, water resource, supply and waste water management, Nursery management, Propagation technique and other practices for nursery, Floriculture.	AGR/N0809	Class 5, Preferably Not applicable
3	4	Grardener cum Nursery Raiser: Gardening and land sceping and designing garden components. Seasonal gardening and Gard ground maintenance, Disease management, Health and sefty work place, developing entrepreneurship skills.	AGR/N0809	Class 5, Preferably Not applicable
4	4	Grardener cum Nursery Raiser: Project work/ field work/industrial visit or training: Visit to any nursery/Garden/tissue culture plant.	AGR/N0809	Class 5, Preferably Not applicable

Sant Gadge Baba Amravati University, Amravati



Draft Syllabus for approval in

B.Voc. Banking and Finance

Submitted by



M.S.P. Arts, Science and K.P.T. Commerce College,
Manora. Dist. Washim

Course Curriculum for B.Voc. in Banking and Finance

Introduction: - Colleges have started adopted Skill based education and degree courses As per the same, the course curriculum is a combination of Skill Component Credits and General Education Credits. The curriculum and assessments for the Skill Component Credits are to be offered by the Sector Skill Council. The Skill Component comprises of 60 % of the Credits and assessment process. Under the UGC guidelines for credit calculations, one credit would mean equivalent of 15 periods of 60 minutes each or 15 hours. The Skill Credit Component should be 36 credits or equivalent to 540 hours during the entire year. This document, seeks to outline the course content for such 36 credits.

Broad Course Outline – Skills

Course Name: B.Voc. in Banking and Finance

Year	Semester	Course Name	Hours/Equivalent Hours/Credits	NSQF Level	Evaluation Responsibility
1	1	Business Correspondent	120 (8)	4	SSC
1	1	Mutual Fund Agent	240 (16)	4	University/ College
1	2	Dealer - BFSI	180 (12)	5	SSC
		Total Year 1	540 Hours		
2	1	Financial Inclusion Officer	240 (16)	6	SSC
	2	Compliance Officer	120 (8)	6	University/ College
	2	Practical Training 360 Hours	180 (12)	6	Covered in Viva voce
		Total Year 2	540 Hours		
3	1	International Trade Finance	150 (10)		SSC
	1	Practical Training 240 Hours	120 (8)	7	Covered in Viva voce
	2	Credit Administration and Monitoring Manager	120 (8)		University/ College
	2	Practical Training 300 Hours	150 (10)	6	Covered in Viva voce
		Total Year 3	540 Hours		
The above Curriculum is for 36 Credits each year					

Detailed Curriculum Skills for B.Voc. in Banking and Finance Year 1 –

Semester 1 – Banking Correspondent

Sr. No.	Module	Key Learning Outcomes
01	Basics of banking, types of banking Accounts, Interest Rates.	<ul style="list-style-type: none"> ➤ Understanding what is banking, history, types of banks in India. ➤ Appreciate role of banks in the economy, the importance of trust. ➤ Get an overview of banking functions- Intermediary, payment mechanism, financial services. ➤ Understand the difference between different types of deposits in the Bank. ➤ Understand different interest rates for different products in in the bank.
02	Know your customer Documents and Procedures	<ul style="list-style-type: none"> ➤ Understand what KYC is. ➤ Identify what documents are required for KYC. ➤ State alternatives in case certain documents are not available.
03	Form Filling–Manual and Electronic	<ul style="list-style-type: none"> ➤ Understand various forms. ➤ Be able to fill various forms independently.
04	Account Opening Process	<ul style="list-style-type: none"> ☐ Facilitate account opening, filling up of forms, KYC formalities. ☐ Facilitate filling up of loan application forms and submission of necessary documents ☐ Facilitate opening of fixed deposits, advice regarding micro insurance and investment products. ☐ Handle queries, follow up to resolve complaints. ☐ Coordinate for submission of documents, verification, and account opening. ☐ Communicate account details to the customers, handover deliverables like smart card/debit card.
05	Cheque acceptance and pay-in-slip process	<ul style="list-style-type: none"> ☐ Understand what a cheque is. ☐ Know dos and don'ts of cheque. ☐ Understand validity of cheque and what makes a cheque invalid. ☐ Know how to fill a pay in slip. ☐ Identify errors and mistakes in filling a pay in slip.
06	Banking in the digital era	<ul style="list-style-type: none"> ➤ Understand Digital Banking. ➤ Be aware of what services can be available online. ➤ Learn how to navigate various websites of banks.
07	Understanding wallets, BHIM, UPI	<ul style="list-style-type: none"> ➤ Know rules and regulations around wallets.

		<ul style="list-style-type: none"> ➤ Be able to transfer money to wallets ➤ Be able to transfer money from wallets to bank accounts. ➤ Be able to make payments from wallets. ➤ Be able to receive payments from wallets. ➤ Understand UPI and BHIM. ➤ Be able to operate and use UPI and BHIM.
08	Understanding NEFT/ RTGS	<ul style="list-style-type: none"> ➤ Know what is NEFT, RTGS and IMPS. ➤ Know the limits and timelines around each of the above. ➤ Should be able to use each of the above independently.
09	Risks in Online Banking	<ul style="list-style-type: none"> ➤ Know about the risks in online banking. ➤ Use of passwords, strong passwords, weak passwords. ➤ Know why passwords should not be shared. ➤ Understand the practices of phishing and vishing. ➤ Be aware of what data to disclose on a phone and what not to disclose.

Year 1 – Semester 1 – Mutual Fund Agent

Sr. No.	Module	Key Learning Outcomes
01	Basic of Mutual Funds	<ul style="list-style-type: none"> ➤ Know the basics of stock markets & market instruments. ➤ Understanding of mutual funds and structures of funds in India. ➤ Understand the evolution of mutual funds in India and the status of the Industry. ➤ Understand the role, rights and duties of unit holders / trustees / sponsors / custodians / banks / auditors / fund accountants. ➤ Learn the advantages & disadvantages of investing in mutual funds.
02	Legal and Regulatory Environment	<ul style="list-style-type: none"> ➤ Understand the structure of mutual funds in India. ➤ Know the role of sponsor, trustee and AMC. ➤ Understand the role of AMFI and SEBI in the mutual fund industry.
03	Offer Document	<ul style="list-style-type: none"> ➤ Understand the components of offer document – SID SAI and KIM. ➤ Learn about risk-o-meter. ➤ Learn why is it an important document from an investor's perspective. ➤ Learn the AMFI code of ethics.
04	Know your Customer	<ul style="list-style-type: none"> ➤ Know the meaning of KYC.

		<ul style="list-style-type: none"> ➤ Understand the Role of KRA's. ➤ Identify what documents are required for KYC. ➤ Identify how to do KYC for minors and NRI's. ➤ Learn about FATCA and implications. ➤ Know who can invest without KYC.
05	Form Filling- Manual and Electronic	<ul style="list-style-type: none"> ➤ How to fill a form online or offline. ➤ Be aware of time stamping and cut-off time. ➤ Which is the mandatory information to be filled in the form.
06	Investing in a Fund	<ul style="list-style-type: none"> ➤ Know the official point of acceptance for the forms. ➤ Know about the cut-off time for different funds. ➤ Learn the different modes of payment – ECS, bank mandate, cheque and cash. ➤ Understand the meaning of investor folio and statement of account ➤ Know the meaning of units and learn how they are calculated. ➤ Understand NAV and how to calculate NAV. ➤ Learn how to redeem the mutual fund units.
07	Different Modes of Investing	<ul style="list-style-type: none"> ➤ How to invest through an agent or distributor. ➤ How to invest online. ➤ How to transact through mobile phone. ➤ Learn how to invest through power of attorney. ➤ Understand what you mean by investing through third party.
08	Types of Funds	<ul style="list-style-type: none"> ➤ Know the different types of funds in India ➤ Open ended and close ended funds ➤ Active Funds and Passive Funds ➤ Growth Fund and Income Funds ➤ Equity Funds ➤ Debt Funds ➤ Hybrid Funds ➤ Interval funds ➤ Liquid funds ➤ Sectoral funds ➤ Balanced funds ➤ ELSS funds ➤ ETF ➤ Thematic funds ➤ International funds
09	Systematic Transactions	<ul style="list-style-type: none"> ➤ Know about systematic investing. ➤ What are the advantages of investing in a SIP. Learn how to start an SIP. ➤ Understand the difference between lump sum investment and SIP. ➤ Get aware about the SIP Top-up facility. ➤ Understand the meaning of SWP and STP. ➤ What are the advantages of SWP and STP.

		➤ Learn about the micro-SIPs.
10	Measuring risk and return of a fund	<ul style="list-style-type: none"> ➤ Learn how to calculate various kinds of returns, such as simple, annualized and compounded returns. ➤ Understand the different types of risks in mutual funds. ➤ Learn various methods to compute risk – standard deviation, beta, alpha. ➤ Learn the different concepts related to risk-adjusted fund performance.
11	Scheme Selection	<ul style="list-style-type: none"> ➤ Know the steps in selecting different types of schemes. ➤ Learn to evaluate the portfolio and know about the investment strategy.
12	Valuation and Taxation	<ul style="list-style-type: none"> ➤ Understand Valuation. ➤ Know the tax implications of the investors and the AMC
13	Financial Planning and Asset Allocation	<ul style="list-style-type: none"> ➤ Understand financial goals as goals that are defined in terms of money required and the period when it is required. ➤ Know about financial planning. ➤ What are the objectives and role of the financial planning? ➤ Learn the steps in financial planning. ➤ Know about the different stages of life cycle and wealth cycle of an investor. ➤ What is the meaning of asset allocation ➤ Understand the importance of asset allocation at different stages of life.
14	Recommending Model Portfolios	<ul style="list-style-type: none"> ➤ Understanding the risk profit of an investor. ➤ Learn the essential steps in creating model portfolios. ➤ What is the difference between strategic and tactical asset allocation. ➤ Know the steps in creating the model portfolio.

Year 1 – Semester 2 – Dealer- BFSI

Sr. No.	Module	Key Learning Outcomes
01	Basic of Equity markets and Instruments	<ul style="list-style-type: none"> ➤ Understand what is Stock markets & market instruments. ➤ Appreciate role of stock markets in the economy, the importance of regulator (SEBI). ➤ Get an overview of primary and secondary markets ➤ Understand the difference between trading account and demat accounts. ➤ Understand the role of brokers and process of membership in equity Markets.
02	Know your Customer Documents and procedures	<ul style="list-style-type: none"> ➤ Understanding what is KYC. ➤ Identify what documents are required for KYC. ➤ State alternatives in case certain documents are not available.
03	Form Filling- manual and Electronic	<ul style="list-style-type: none"> ➤ Understand various forms – trading a/c and demat a/c ➤ Be able to fill various forms independently
04	Trading Terminal	<ul style="list-style-type: none"> ➤ Understand and learn how to use the trading terminal. ➤ Learn how to create a market watch. ➤ Learn how to execute buy and sell transactions. ➤ Know how to check the order book. ➤ Understand how to check demat holding statement. ➤ Learn to practice technical analysis and fundamental analysis.
05	Punching orders on the terminal	<ul style="list-style-type: none"> ➤ Understand types of order entries. ➤ Learn short cuts of the trading terminal. ➤ Know how to place orders and give confirmations.
06	Clearing and settlement procedures and pay-in payout obligations	<ul style="list-style-type: none"> ➤ Understanding role of the clearing house and its members. ➤ Be aware of method of pay in and payout obligations. ➤ Learn how process pay-in and pay-out requests.
07	Rules and Regulations for Demat Accounts	<ul style="list-style-type: none"> ➤ Understand dematerialization and rematerialisation. ➤ Know rules and regulations of demat accounts. ➤ Be able to fill a demat slip. ➤ Be able to punch in transfer of securities. ➤ Learn the importance of POA. ➤ Be able to settle off market trades.
08	Understanding Client Positions and Create reports	<ul style="list-style-type: none"> ➤ Know what the client's position is. ➤ Know the method of creating reports.

		➤ Should be able to interpret reports and client position.
09	Risks in Equity Markets	<ul style="list-style-type: none"> ➤ Know about the risks in equity markets. ➤ Understand the methods of reducing risks. ➤ Be aware of human error risk and ways of resolving it.
10	Review client portfolio and advising on changes	<ul style="list-style-type: none"> ➤ Learn how to review client portfolios. ➤ Know how to help them make changes. ➤ Practice how to make model portfolios. ➤ Help your client make a well diversified portfolio.

Year 2 – Semester 2 – Financial Inclusion Officer

Sr. No.	Module	Key Learning Outcomes
01	Finance life Cycle	<ul style="list-style-type: none"> ➤ Understand concepts of Income, Savings and Consumption. ➤ Understand the importance of Savings. ➤ Understand the difference between savings and investments.
02	Concept of time value of Money	<ul style="list-style-type: none"> ➤ Present Value, Future value, Relevance of time preference for money. ➤ Reasons for changing time value of money. ➤ Annuities. ➤ Calculations of EMI.
03	Financial Planning and Advising	<ul style="list-style-type: none"> ➤ Introduction to Financial Planning. ➤ Importance of financial planning. ➤ Objectives of financial planning. ➤ Need for financial planning.
04	Tax Planning	<ul style="list-style-type: none"> ➤ Personal Income Tax Rates. ➤ Personal Income Tax Deductions – Scope of Section 80 C of Income Tax Act. ➤ Instruments available for Tax Planning ➤ Insurance – Life ➤ Medical Insurance ➤ Housing Loan ➤ NPS
05	Insurance Planning	<ul style="list-style-type: none"> ❑ Concept of Risk. ❑ Concept of Insurable Interest. ❑ Human Life Value. ❑ Importance of Medical insurance. ❑ Endowment Products. ❑ Money Back Products. ❑ Pension Products. ❑ Unit Linked Insurance Products.
06	Retirement Planning	<ul style="list-style-type: none"> ➤ Defined Benefit Plans vs. Defined Contribution Plans.

		<ul style="list-style-type: none"> ➤ Public Provident Fund. ➤ Employee Provident Funds. ➤ Pension Plans of Insurers. ➤ National Pension Scheme.
07	Goal Setting	<ul style="list-style-type: none"> ➤ Setting Customers Goals. ➤ Short Term, Long Term and Medium Term Goals. ➤ Vacations ➤ Marriage ➤ Buying a House ➤ Buying a Car ➤ Children's education ➤ Children's marriage ➤ Retirement ➤ Quantifying Goals
08	Asset Classes	<ul style="list-style-type: none"> ➤ Identifying different Asset Classes for Investments. ➤ Debt as an Asset Class. ➤ Equities as an Asset Class. ➤ Real Estate as an Asset Class. ➤ Mutual Funds as an Asset Class. ➤ Gold as an Asset Class.
09	Risk Profiling	<ul style="list-style-type: none"> ➤ Identifying Customers Risk Profile. ➤ Asset allocation based on Risk Profile. ➤ Portfolio Rebalancing.
10	Preparation of a financial Plan	<ul style="list-style-type: none"> ➤ Preparation of Comprehensive Financial Plan using Case studies.

Year 2 – Semester 2 – Compliance Officer

Sr. No.	Module	Key Learning Outcomes
01	Introduction to Audit	<ul style="list-style-type: none"> ➤ Concept of Audit. ➤ Internal Audit vs. External Audit. ➤ Statutory Audit. ➤ Responsibilities of an auditor. ➤ Duties of an auditor.
02	Internal Audit	<ul style="list-style-type: none"> ➤ Concept of Internal Audit. ➤ Segregation of Duties. ➤ Maker – Checker Concept. ➤ Importance of Scoping. ➤ Concept of Sampling. ➤ Pareto Principle.
03	Information Technology Audit	<ul style="list-style-type: none"> ➤ Checking Technology Dependencies. ➤ Access Control Matrix. ➤ Approval Matrix. ➤ Establishing an audit trail. ➤ Documentation and importance.
04	RBI Regulations	<ul style="list-style-type: none"> ➤ Regulations on Customer acquisition. ➤ Regulations on Know Your Customer. ➤ Regulations on Wallets, Digital Accounts and Electronic modes of Payment.
05	IRDA Regulations	<ul style="list-style-type: none"> ➤ IRDA Regulations on Payment of Commissions. ➤ IRDA Regulations on Projection of Returns. ➤ IRDA Regulations on Customer Acquisition.
06	SEBI Regulations	<ul style="list-style-type: none"> ➤ SEBI Regulations for Mutual Funds. ➤ SEBI Regulations for Brokers. ➤ SEBI Regulations for Independent Financial Advisors.
07	Reporting Knowledge	<ul style="list-style-type: none"> ➤ Knowledge of periodic reports to be submitted to ➤ RBI ➤ SEBI ➤ IRDA

Year 3 – Semester 1 – International Trade Finance

Sr. No.	Module	Key Learning Outcomes
01	Analysis of Financial Statements	<ul style="list-style-type: none"> ➤ Ratio Analysis. ➤ Balance Sheet Ratios. ➤ Profitability Ratios. ➤ Liquidity Ratios. ➤ Analyzing Companies using Ratios.
02	Types of International Finance	<ul style="list-style-type: none"> ➤ Pre Shipment Finance. ➤ Post Shipment Finance. ➤ Terms and Conditions from various banks.
03	Letters of Credit	<ul style="list-style-type: none"> ➤ What is Letter of Credit. ➤ International Norms and Conventions. ➤ Types of Letters of Credit. ➤ Parties to a Letter of Credit.
04	Documentation in International Trade	<ul style="list-style-type: none"> ➤ Bill of Lading. ➤ Insurance. ➤ Concept of High Seas. ➤ Pricing conventions interpretation – FOB etc.
05	Types of Working Capital Requirements in International Trade Finance	<ul style="list-style-type: none"> ➤ Letter of Credit Facility. ➤ Letter of Credit Discounting. ➤ Bill Discounting. ➤ Margins and Settlement.
06	Foreign Exchange	<ul style="list-style-type: none"> ➤ Theories of Foreign Exchange. ➤ Foreign Exchange Quoting Conventions. ➤ Foreign Exchange Markets. ➤ Hedging Foreign Exchange Risk. ➤ Forward Contracts. ➤ Future Contracts.

Year 3 – Semester 2 - Credit Administration and Monitoring Manager

Sr. No.	Module	Key Learning Outcomes
01	Principles of Risk Management	<ul style="list-style-type: none"> ➤ Risk Assessment. ➤ Risk vs. Return. ➤ Individual Risk vs. Portfolio Risk.
02	Project Assessment	<ul style="list-style-type: none"> ➤ Evaluation of Project Reports. ➤ Technical Evaluation. ➤ Financial Evaluation.
03	Project Evaluation	<ul style="list-style-type: none"> ➤ Calculation of Internal Rate of Return. ➤ Calculation of Payback Period. ➤ Using Net Present Value to Accept / Reject a Project. ➤ Using DCF techniques to evaluate projects. ➤ Sensitivity Analysis.
04	Capital Structures	<ul style="list-style-type: none"> ➤ Debt vs. Equity. ➤ Preference Shares. ➤ Evaluating Capital Structures.
05	Credit Risk Assessment and Monitoring	<ul style="list-style-type: none"> ➤ Identification of Red Flags. ➤ Using Ratio analysis to judge health of a customer. ➤ Assigning a Credit Rating to a Customer.
06	Defining and Monitoring Non-Performing Assets	<ul style="list-style-type: none"> ➤ Extension of Credit or Pulling the Plug. ➤ Restructuring Stressed Assets. ➤ Creating Provisioning.

Guidelines for Colleges / universities for development of curricula & Assessment Criteria and Norms in lines with UGC guidelines:

Curricula Development :

The curriculum in each of the semester/years of the programme(s) will be a suitable mix of general education and skill development components. The General Education Component shall have 40% of the total credits and balance 60% credits shall be of Skill Component.

Skill component of the programmes/courses shall be employment oriented. The institutions shall offer programmes/courses in domain areas which have significant demand in the job market. The institutions, based upon skills Gap analysis report published by the NSDC, Sector Skills Councils, Government agencies *etc*, may decide specific Job Role(s) to be embedded in curriculum. The exit profiles of the learners at different levels *i.e.* Certificate / Diploma / Advanced Diploma / BVoc Degree should be clearly defined in output terms.

The curriculum should be aligned to Qualification Packs (QPs) / National Occupational Standards (NOSs) of selected job role(s) within the industry sector(s). This would enable the students to meet the learning outcomes specified in the NOSs. If a progressive QP is not available in the concerned trade by the SSC, the relevant entrepreneur/occupational role may be incorporated with well-defined duties and work standards identified with industry partners through proper consultation with the experts in the field.

For skills component, the model curriculum developed by the concerned Sector Skill Councils, wherever available, may be adopted. Wherever the curriculum is not available, the same may be developed in consultation with the relevant Sector Skill Councils. While doing so, the institutions may work towards aligning the curriculum with the National Occupational Standards being developed by the respective Sector Skill Councils. This would promote national and global mobility of the learners, as well as higher acceptability by the industry for employment purposes.

The overall design of the skill development component along with the job roles selected should be such that it leads to a comprehensive specialization in one or two domains.

In case, NOS is not available for a specific area / job role, the university/college should get the curriculum for this developed in consultation with industry experts such as SSC. The curriculum should also focus on work-readiness in terms of skills in each of the three years. Adequate attention needs to be given in curriculum design to practical work, on the job training, development of student portfolios and project work.

The practical / hands-on portion of the skills component of the curriculum shall be transacted in face to face mode. The skill component of these programmes will conform to the QPs/NOSs and the general education component will conform to the university norms.

Assessment :

The Skill component of the course will be assessed by the Sector Skill Council. The institutions offering B.Voc degree programmes will adopt and integrate the guidelines and recommendations of the respective Sector Skill Councils (SSCs) for the assessment and evaluation of the skill vocational component.

The percentage for passing of assessment for any job role of any semester will be 50% for assessments conducted by BFSI Sector Skill Council of India. This is in line to assessment criteria for all skill development schemes of the Government of India

Letter Grades and Grade Points applicable to all assessments conducted by SSC across all levels and awards

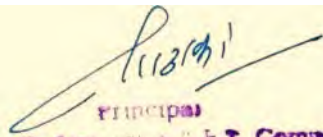
Letter Grade	Grade Point	Marks Scored
O (Outstanding)	10	96-100
A+ (Excellent)	9	86-95
A (Very Good)	8	76-85
B+ (Good)	7	71-75
B (Above Average)	6	61-70
C (Average)	5	55-60
P (Pass)	4	50 -54
F (Fail)	0	Below 50
AB (Absent)	0	Not appeared

A student obtaining Grade F and Ab shall be considered failed and will be required to reappear in the examination.

The skill component would be taken as one of the course component in calculation of SGPA and CGPA with given credit weightage at respective level.

Role of SSC in Assessment and Certification:

The SSC will also conduct assessment for skill component on mutually agreed dates as per the previously shared performance and assessment criteria based on Curriculum framed for the programme at different levels. The SSC will declare Pass/Fail as per predefined assessment criteria and will also provide performance grades to those who passed as per the table above along with level certification either singly or jointly with the institution.



Principal
M. S. P. Arts, Sci. & P.T. College
College, Mandora Dist. Wazirpur