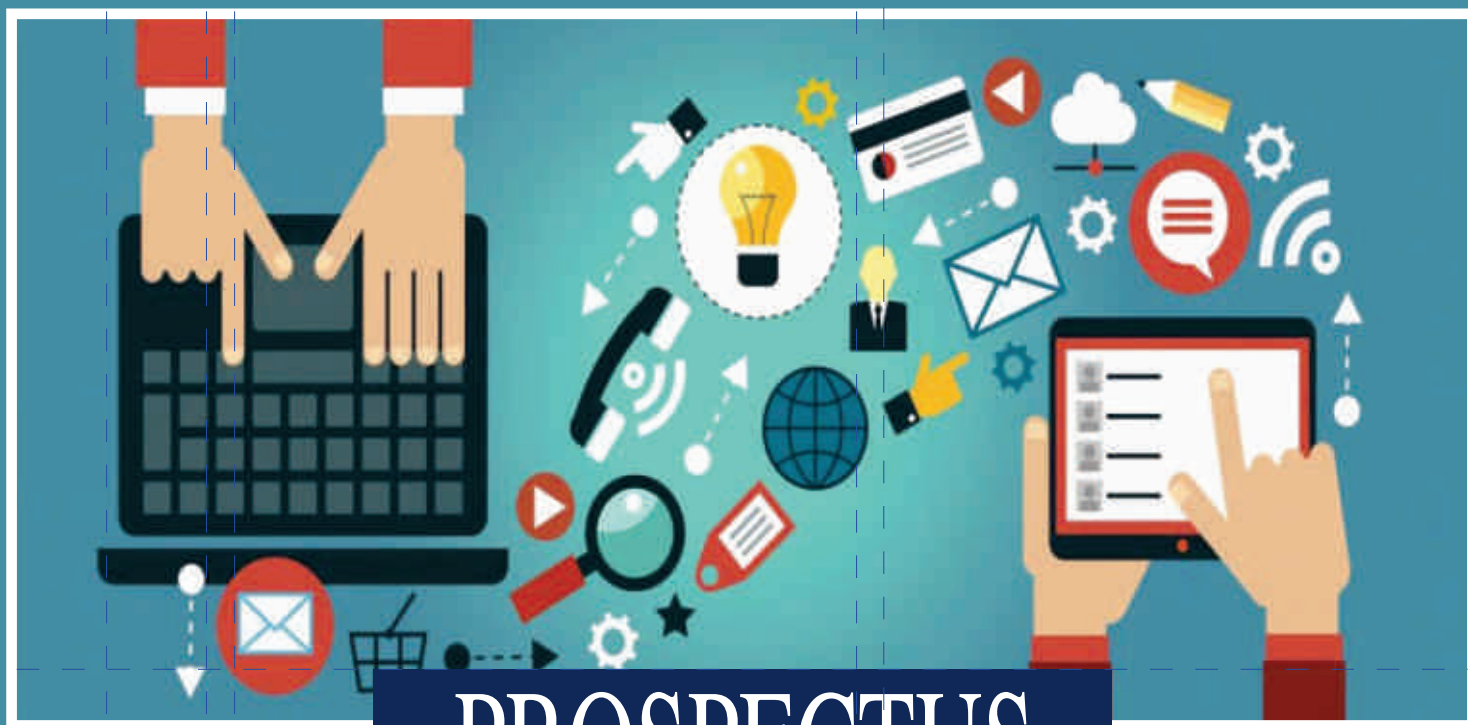




EXCELSIOR EDUCATION SOCIETY'S

K. B. COLLEGE OF ARTS AND COMMERCE FOR WOMEN, THANE (EAST)

Cultivating Academic Minds through the Power of Knowledge...



PROSPECTUS

Courses Offered

- ◆ Bachelor of Arts
- ◆ Bachelor of Commerce
- ◆ Bachelor of Management Studies
- ◆ Bachelor of Science (IT)
- ◆ Bachelor of Commerce (Accounting & Finance)
- ◆ Master of Commerce (Advanced ACCOUNTANCY)



*Life progresses through dusk & dawn.
The ebb of the tide & the flight of the time.
Wait not for consideration of duress.
But remarkable men with their outstanding greatness
Flow faster than tides & fly swifter than time*



*“True Beauty Lies in True Education
Education must result in humility
Humility is the best credential for success in life”
(With Pious Blessing of Shri Satya Sai Baba)*



*Our Inspiration
Late Shri. K. C. Khanna*



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Helping you make right choice



DR. HARSSH KHANNA
(CHAIRPERSON)

"The world is progressing at the speed of thought and technical advancement has succeeded in converting it into a global village. We, in developing nation like India, need to compete with the best among the developed nations of the world.

At K. B. College of Arts & Commerce for Women, we strive to achieve this by exposing our students to cutting – edge technology, to help them broaden their vision and to achieve their latent potential".

Each day there is a decision that each one of us takes that affects the rest of our life. So, have faith in yourself, exercise your creative potential and fight each day joyfully. Always try to nurture beautiful environment and organize harmonious actions, yearn to improve and zestfully work for common good.

DR. SAI KIRAN KHANNA
(MANAGING DIRECTOR)



THE COLLEGE CAMPUS :

The College is situated on a spacious campus which also runs a full fledged School and Junior College for girls. The college is located near Thane Railway Station and is easily accessible by road.

LOCATION :

Situated in a rambling expanse of five acres of land, the college campus is an ideal safe haven for students to immerse themselves in study within the verdant green locale. Besides, the convenience factor is very well taken care of since the college is located within Kopri, at only a ten minute walk from Thane east station. Taking the vision of a harmonious blend of tradition and modernity a step ahead, the campus boasts of superior infrastructure facilities coupled with a peaceful temple where students can contemplate the mysteries of God and creation – all within the framework of a futuristic temple of learning.

THE MANAGEMENT :

The Excelssior Education Society's (EES) is an independent body of individuals committed to create a difference in the society. The EES is headed by a team of committed social workers, who are in service by choice. Women were always considered weak in the world. Many of them were deprived of educational opportunities. The world of today is a different world with women in the forefront and the world of tomorrow will have women everywhere where human beings can be. The EES is established for the development and extension of educational facilities to the women students belonging to Thane city and its suburbs. It is a sound financial body fuelled up with positive enthusiasm and the realistic zeal to pursue its goal.

Vision

Samskritha Stree Parashakti

- The enlightened woman is the true strength of the Society and Nation.

Mission

- To create quest for learning in young minds.
- To prepare them for competitive environment.
- To ahead towards excellence in every field.
- To sensitize them towards social, ethical and national issues.
- To imbibe a strong value based ideology.
- To make them competent and creative to match the modern technological world.
- To believe in liberty, equality and justice for women.
- To create confident women to face all challenges in professional and personal lives.
- To provide educational technologies to enrich learning experience.

OUR OBJECTIVES :

- To ensure a high standard of education.
- To impart value based education with emphasis on self discipline and character building.
- To enforce and maintain academic discipline in the campus.
- To promote a healthy student-teacher relationship.
- To improve the quality of teaching through evaluation of teacher by students. To reduce the student's dependence on coaching classes.
- To ensure accountability of the teachers by making them punctual to classroom instruction and by being non-partisan in treating the students.
- To enrich the student's personality by encouraging their participation in curricular and extracurricular activities.
- To promote sports culture.
- To maintain the credibility of the examination system.
- To ensure transparency and just and fair College administration by avoiding partial or discriminatory treatment of students.
- To make the College a model institution of excellence in all respects.

THE WORK – SCHEDULE OF THE COLLEGE :-

Lectures and tutorials are arranged between 7.00 a.m. and 2.30 p.m. The College Administrative office functions between 9.00 a.m. to 5.30 p.m. The cash transactions are strictly between 9.30 a.m. to 2.00 p.m. However, changes in these timings for the sake of convenience of all concerned may be made with due notice to that effect.

PROGRAMMES :

K. B. College of Arts and Commerce for Women is affiliated to University of Mumbai. The Programmes offered are as under:

- **Bachelor of Arts (Major in History, Major in Economics)**
- **Bachelor of Commerce**
- **Bachelor of Management Studies**
- **Bachelor of Science (Information Technology)**

- **Bachelor of Commerce (Accounting & Finance)**
- **Master of Commerce (Advanced Accountancy)**

Programme Outcome –

This program could provide well trained professionals for the Industries, Banking Sectors, Insurance Companies, Financing companies, Advertising Industry, Transport Agencies, Warehousing, etc., to meet the well trained manpower requirements. The graduates will get hands on experience in various aspects acquiring skills for Marketing Manager, Sales Manager, over all Administration abilities of the company.

Subjects offered in Bachelor of Commerce & Bachelor of Arts

COMMERCE

F.Y.B.Com. (Sem - I & II)

- 1) Foundation Course - I
- 2) Environmental Studies
- 3) Accounting and Financial Management - I & II
- 4) Mathematical and Statistical Techniques
- 5) Commerce - I & II
- 6) Business Communication
- 7) Business Economics - I

S.Y.B.Com. (Sem III & IV)

- A) Foundation Course Paper – II
- B) Discipline :
 - 1) Business Economics Paper – II
 - 2) Business Law
 - 3) Accounting and Financial Management Paper - III & IV
 - 4) Financial Accounting and Auditing
 - 5) Commerce Paper – III & IV
 - 6) Advertising / Computer Programming

T.Y.B.Com. (Sem V & VI)

Commerce - V & VI

Financial Accounting and Auditing – VII, IX
 Financial Accounting and Auditing – VIII, X
 Business Economics - III and

A) APPLIED COMPONENT (ANY ONE GROUP)

- 1) Export Marketing and Marketing Research
- 2) Computer System and Applications & Direct and Indirect Taxation

ARTS

B.A.(History) Programme Specific Outcome:

Students will demonstrate knowledge of chronology, narrative, major events, personalities and turning points of the history of India and at least some parts of the world.

Students will offer multi-causal explanation of major historical developments.

Students will correctly extract evidence from primary as well as secondary sources by analyzing and evaluating them in relation to their historical context and importance.

Students will write and present their research findings in an organized, coherent and compelling manner.

Students will understand the current world and its problems more clearly by having knowledge of the past events.

BA (ECONOMICS) Programme Specific Outcome

Students will be able to realise the importance of economics in the era of globalization. They will understand the sustained interest of developing countries in restructuring their economies, by accepting greater diversity, increasing efficiency and fixing priorities.

FIRST YEAR B.A. (Six Papers)

- 1) Foundation Course Paper – I
- 2) Communication Skills
- 3) History
- 4) Hindi / Marathi
- 5) Economics
- 6) Select any subjects from the following
 - a) Sociology OR Political Science

SECOND YEAR B.A. (Eight Papers)

- 1) Foundation Course Paper – II
- 2) Advertising
- 3) History Paper II & III
- 4) Economics Paper II & III

Select any one subject and the subject must be from those offered at the first year B.A.

a) Sociology II & III

OR

b) Political Science II & III

THIRD YEAR B.A.

History (Six Papers) as major subject or

Economics (Six Papers) as major subject

THE MEDIUM OF INSTRUCTION

The Medium of Instruction is English.

Arts Students are allowed to write their answers in Marathi or Hindi if they so desire.

RULES & REGULATIONS (REGARDING ADMISSION)

A) Commencement of Admission: In General admission to various classes will start immediately after the declaration of the result of the relevant Board / College.

B) Minimum Requirement for admission : As per University of Mumbai Circular vide no O.2138 the minimum requirement for admission is as under:-

A candidate for being eligible for admission to the three year integrated course leading to the degree of Bachelor of Arts must **have passed** the Higher Secondary School Certificate (Std. XII) examination conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education with the following subjects :-

1. English
2. Any one vocational subject carrying 200 marks prescribed by the Board from time to time.
3. Any four subjects carrying 100 marks each.

Must have passed the Higher Secondary School Certificate (Std XII) examination with the Minimum Competency based vocational courses conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education with the following subjects :-

1. English
2. Any one of the Modern Indian Languages or Modern Foreign Languages or Classical Language or Information Technology
3. General Foundation Course.
4. Any one subject carrying 300 marks from among the Minimum Competency based courses prescribed by the Higher Secondary School Certificate examination from time to time.

OR

Must have passed an examination of another University or Body Recognized as equivalent thereto.

C) Right to Admission: The right to admission is absolutely reserved with Principal.

D) Procedure for admission: Application in prescribed form which can be procured from the college office, should be submitted within the stipulated period as per notification issued from time to time. The following documents must accompany the application.

- 1) Original Statement of marks of the previous qualifying examination, along with two attested Xerox copies.
- 2) Eligibility Certificate in original from the University of Mumbai only by the students migrating from outside Maharashtra State.

E) Status of admission:

- 1) All the admissions will be treated as provisional until all the necessary certificates, documents are submitted and approved by the appropriate authorities.

- 2) No admission will be regarded as proper unless it is granted by the authority of the Principal.
- 3) All admissions will be valid only for one academic year and requires renewal for each subsequent year.
- 4) Admission to this college will be strictly on merit.
- 5) Right to admission will be absolutely reserved with the college Authorities.

F) CANCELLATION OF ADMISSION

The student is required to make an application in writing to the Principal of the college together with original Fee Receipt for cancellation of admission.

Fees, Deposits etc.:

- 1) All students will have to pay full fees for the full year at the time of admission.
- 2) Refund of fees will be done as per University Rules.
- 3) Deposits will not be refunded, if dues to the College by the students on account of damage done to any college property, loss of library books etc. are not clear.

Fee Deduction on cancellation of admission

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

Attendance Requirement :

0.119 : The following shall be the minimum attendance necessary for keeping terms.

1st Term : Three fourths of the days on which lectures are delivered.

2nd Term : Three fourths of the days on which lectures are delivered.

0.125 : To keep terms at the College, a student must complete to the satisfaction of the Principal the course prescribed for such terms for the class to which the student belongs.

Examination : Standard of Passing

The college conducts the First Year and Second Year Bachelor of Commerce and Bachelor of Arts Semester examinations on behalf of the University of Mumbai in the month of October/March/April. To pass the examination a student must secure minimum 40% of the total marks in each paper.

The Scheme of Examination for First Year and Second Year Bachelor of Commerce and Bachelor of Arts Students.

The Scheme of Examination for First Year and Second Year Bachelor of Commerce and Bachelor of Arts will be semester wise with credit and grading system. Each exam will be of 3 hours duration Semester End Examination of 100 marks in each paper. On aggregate the students will have to secure 40 marks for passing in a subject.

A student who does not appear in some or all the papers either at the I/II Sem or at the III or IV Sem. Exam on medical grounds or for representing the College / University in sports, cultural, NCC and NSS activities conducted by the recognized competent authorities or for any other reason which considered valid under exceptional circumstances and to the satisfaction of the Principal is eligible to appear for the additional exam. Such students should apply immediately from the date of exam to the Examination Committee subject to circular issue from University of Mumbai from time to time.

A.T.K.T. : A student who fails in not more than two subjects in each semester is allowed to keep terms for the next academic year, i.e., he/she shall be eligible for promotion to the next class.

B.M.S

Bachelor in Management Studies

Scope of B.M.S.

- ❖ Career in newly created Management profession.
- ❖ To give adequate exposure to operational environment in the field of management.
- ❖ It creates an additional avenue for self employment.

Duration of the Course

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

Programme Outcome

Management Programmes will help graduates develop responsible and resilient leaders with the evidence-based skills and capabilities needed to transform business, society and economies. Management education will impart relevant, important and impactful knowledge to address the challenge of managing in a complex rapidly changing uncertain world.

Subjects offered – B.M.S.

First Year: First Semester (Seven papers)

- | | |
|---------------------------------------|-------------------------------|
| 1. Foundation of Human Skills | 5. Business Communication - I |
| 2. Introduction to financial accounts | 6. Business Economics |
| 3. Business Law | 7. Foundation Course - I |
| 4. Business statistics | |

First Year : Second Semester (Seven papers)

- | | |
|--------------------------------|-----------------------------|
| 1. Principles of Marketing | 5. Business Mathematics |
| 2. Industrial Law | 6. Business Environment |
| 3. Business Communication - II | 7. Principles of Management |
| 4. Foundation Course - II | |

Second Year : Third Semester (Six papers) Compulsory Papers-

1. Information Technology in Business Management - I
2. Environment Management / Foundation Course
3. Accounting for managerial decision
4. Business Planning and Entrepreneurial Management
5. Strategic Management

Any one elective group to be selected

Finance Group

- 1) Introduction to Cost Accounting
- 2) Corporate Finance

Human Resources Group

- 1) Recruitment and Selection
- 2) Organisational Behaviour HRM



Second Year : Fourth Semester (Six papers) Compulsory Papers -

1. Business Economics - II
2. Business Research Methods
3. Ethics and Governance
4. Productivity and Total Quality Management
5. Information Technology in Business Management - II

Any one elective group to be selected

Finance Group

- 1) Strategic Cost Management
- 2) Corporate restructuring

Human Resources Group

- 1) Training and development in HRM
- 2) Change Management

Third Year: Fifth Semester (Seven papers) Compulsory Papers -

- 1) Logistics and supply Chain Management
- Corporate communication and PR

Any one elective group to be selected

Finance Group

- 1) Investment Analysis & portfolio management
- 2) Direct Tax
- 3) Wealth Management
- 4) Financial Accounting

Human Resource Group

- 1) Finance for HR Professionals and Compensation Management
- 2) Strategic Human Resource Management & HR Policies
- 3) Performance Management and Career Planning
- 4) Stress Management

Third Year: Sixth Semester (Seven papers) Compulsory Papers -

- 1) Operation Research
- 2) Project Work

Any one elective group to be selected

Finance Group

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

Human Resource Group

- 1) HRM in Global Perspective
- 2) Organizational Development
- 3) HRM in Service Sector Management
- 4) Indian ethics in management

Eligibility for admission:

A Candidate for being eligible for admission to B.M.S. Degree course shall have passed XIIth std Examination at one and the same sitting or Diploma in any engineering branch conducted by the board of Technical Education, Maharashtra State and should have secured not less than 45% marks incase of open category and not less than 40% marks in the case of Reserved category students.

RULES & REGULATIONS (REGARDING ADMISSION)

A) Commencement of Admission: In General admission to various classes will start immediately after the declaration of the result of the relevant Board / College.

B) Minimum Requirement for admission : As per University of Mumbai Circular vide no O. 3941 the minimum requirement for admission is as under:-

A candidate for being eligible for admission to the B.M.S. Degree Course shall have passed H.S.C. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent examination or Diploma in any Engineering branches with two years or three years duration after S.S.C. conducted by the Board of Technical Education, Maharashtra State or its equivalent examination by securing minimum 45% marks for general category **(in one attempt)** at the respective Examination and minimum 40% marks for the reserved category (in one attempt). No college shall conduct any entrance test in any form and the admissions are purely based on merit duly following the reservation policy as per the norms of Government of Maharashtra. While drawing the merit list, weightage has to be given to students from Arts, Commerce and Science Stream at 12th standard level. The stream wise weightage to be given is as under :

Stream	Commerce	Arts	Science	Diploma in Engineering and Other
Percentage	45%	25%	25%	5%

C) Right to Admission: The right to admission is absolutely reserved with Principal.

D) Procedure for admission: Application in prescribed form which can be procured from the college office should be submitted within the stipulated period as per notification issued from time to time. The following documents must accompany the application.

- 1) Original Statement of marks of the previous qualifying examination, along with two attested xerox copies.
- 2) Eligibility Certificate in original from the University of Mumbai only by the students migrating from outside Maharashtra State.

E) Status of admission:

- 1) All the admissions will be treated as provisional until all the necessary certificates, documents are submitted and approved by the appropriate authorities.
- 2) No admission will be regarded as proper unless it is granted by the authority of the Principal.
- 3) All admission will be valid only for one academic year and requires renewal for each subsequent year.
- 4) Admission to this college will be strictly on merit.
- 5) Right of the admission will be absolutely reserved with the college Authorities.

F) CANCELLATION OF ADMISSION

The student is required to make an application in writing to the Principal of the college together with original Fee Receipt for cancellation of admission.

Fees, Deposits etc. :

1. All students will have to pay full fees for the full year at the time of admission.
2. Refund of fees will be done as per University Rules.
3. Deposits will not be refunded, if dues to the College by the students on account of damage done to any college property, lost library books etc. are not clear.

Standard of Passing :- B.M.S.

A student must get 40% of the marks in aggregate of Internal and semester end examination with minimum of 40% marks in the internal and semester end examination separately to pass the subject. The learner has to obtain 10 marks out of 25 in internals assessment and 30 out of 75 in Semester End Examination separately to pass the course.

Industrial Visits :

The college organizes industrial visits to different parts of the country. The objective is to make students gain industrial knowledge and get exposed to various Industrial Management Techniques. Students have visited many industries in Goa, Jaipur, Shimla, Chandigarh, Hyderabad, Bangalore, Agra, Jodhpur, Mysore, Ooty, etc.

Campus Recruitment :

Various reputed companies like Wipro, BPO, Cholamandalam, L&T Infotech, Mahindra, Emphasis, Accenture, HDFC, Cap Gemini, Future Group, Jaro etc have been conducting campus interview in the college.

Scope of B.Sc. (I.T) Course :

- ❖ Career in Software industry.
- ❖ Artificial intelligent.
- ❖ Embedded System.
- ❖ ERP.
- ❖ Project Management.
- ❖ ST enabled Services (ITES).

Duration of the Course

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

Subjects offered – B.Sc. (I.T)

First Year: First Semester

- 1) Programming Principals with C
- 2) Digital Logic and Applications
- 3) Fundamentals of DBMS
- 4) Computational Logic of discrete Structure
- 5) Technical Communication Skill

First Year: Second Semester

- 1) Object Oriented Programming with C⁺⁺
- 2) Web Application Development
- 3) Fundamentals of Microprocessor and Microcontroller
- 4) Green IT
- 5) Numerical Methods

Second Year: Third Semester

- 1) Python Programming
- 2) Computer Networks
- 3) Data Structure
- 4) Database management systems
- 5) Applied Mathematics

Second Year: Fourth Semester

- 1) Software Engineering
- 2) Core Java
- 3) Computer aided statistical techniques
- 4) Computer graphics and animation
- 5) Embedded Systems

Third Year: Fifth Semester

- 1) Software Project Management
- 2) Internet of things
- 3) Advanced Web Programming
- 4) Linux System Administration
- 5) Enterprise Java

Third Year: Sixth Semester

- 1) Software Quality Assurance
- 2) Security in Computing
- 3) Business Intelligence
- 4) Cyber Laws
- 5) Enterprise Networking

Eligibility for admission :

A Candidate for being eligible for admission to B.Sc. (I.T.) Degree course shall have passed XIIth Std Examination with **Mathematics and Statistics** as one of the subject and should have secured not less than 45% marks incase of open category and not less than 40% marks in the case of Reserved category candidates. Candidates who have passed Diploma in IT/ Computer Engineering/ Computer Science/Electrical/Electronics and Video Engineering and Allied Branches are eligible for direct admission to the Second Year of the B.Sc. (I.T.) Degree course, provided they secure 45% marks for open category and 40% marks for reserved category students.



RULES & REGULATIONS (REGARDING ADMISSION)

- A) Commencement of Admission: In General admission to various classes will start immediately after the declaration of the result of the relevant Board / College.
- B) Minimum Requirement for admission : As per University of Mumbai Circular vide no. 0.5051 the minimum requirement for admission is as under:-
 - a) A candidate for being eligible for admission to the degree course of Bachelor of Science- Information Technology, shall have passed XII standard examination of the Maharashtra Board of Higher Secondary Education or it's equivalent with Mathematic and Statistics as one of the subject and should have secured not less than 45% marks in aggregate for open category and 40% marks in aggregate in case of Reserved category candidates.
 - (b) Candidate who have passed Diploma (Three years after S.S.C. - Xth Std.) in Information Technology/ Computer Technology/ Computer Engineering/Computer Science/ Electrical, Electronics and Video Engineering and Allied Branches/Mechanical and Allied Branches/ Civil and Allied branches are eligible for direct admission to the Second Year of the B.Sc. (I.T.) degree course.

However, the Diploma should be recognized by the Board of Technical Education or any other recognized Government Body. Minimum marks required 45% aggregate for open category candidates and 40% aggregate for reserved category candidates.

Candidates with post HSC-Diploma in Information Technology/Computer Technology/ Computer Engineering/ Computer Science/ and Allied branches will be eligible for direct admission to the Second Year of B.Sc. (I.T.).

However, the Diploma should be recognized by the Board of Technical Education or any other recognized Government Body Minimum Marks required 45% aggregate for open category candidates and 40% aggregate for reserved category candidates.

C) Right to Admission: The right to admission is absolutely reserved with the Principal.

D) Procedure for admission: Application in prescribed form which can be procured from the college office, should be submitted within the stipulated period as per notification issued from time to time. The following documents must accompany the application.

- 1) Original Statement of marks of the previous qualifying examination, along with two attested xerox copies.
- 2) Eligibility Certificate in original from the University of Mumbai only by the students migrating from outside Maharashtra State.

E) Status of admission:

- 1) All the admissions will be treated as provisional until all the necessary certificates, documents are submitted and approved by the appropriate authorities.
- 2) No admission will be regarded as proper unless it is granted by the authority of the Principal.
- 3) Admissions will be valid only for one academic year and require renewal for each subsequent year.
- 4) Admission to this college will be strictly on merit.
- 5) Right of admission will be absolutely reserved with the college Authorities.

F) CANCELLATION OF ADMISSION

The student is required to make an application in writing to the Principal of the college together with original Fee Receipt for cancellation of admission.

Fees, Deposits etc. :

- 1) All students will have to pay full fees for the full year at the time of admission.
- 2) Refund of fees will be done as per University Rules.
- 3) Deposits will not be refunded, if dues to the College by the students on account of damage done to any college property, lost of library books etc. are not clear.

Standard of Passing:- B.Sc. (I.T.)

- I) A student is said to have passed if he/she secures 40% of marks allotted in each head of passing.**
- II) A student is said have passed Semester I if the student passes in all heads of passing of the Semester.**
- III) A student is eligible to be admitted to Semester II irrespective of failure in no. of heads in the First Semester.**
- IV) A student is eligible for admission to Semester III if either the student passes Semester I & II.**
OR
The student fails in not more than 2 papers of Sem I and 2 papers of Sem II.
- V) A student is eligible to be admitted to Semester IV irrespective of failure in no. of heads in the Third Semester.**
- VI) A candidate is eligible to be admitted to Semester - V if she passes all the previous semesters**
OR
Not more than 4 ATKT (2+2) in any one of the previous year.
- VII) A student is eligible to be admitted to Semester VI irrespective of failure in no. of heads in the fifth Semester. The results of Semester VI should be kept in abeyance until the student clears Semesters I, II, III, IV and V in full.**

Campus Recruitment :

Students are placed consistently in reputed Corporate. Our star recruiters are Wipro, BPO, L&T InfoTech, Mahindra, Accenture, HDFC, Future Education, Addnet Infosystem, TRENT, Reliance Capital, Axis Bank, CAP Gemini, Ornet Tech. Pvt. Ltd., Mega Network Pvt. Ltd., Kotak Bank, Vodafone etc.

Scope of B.Com. (Accounting & Finance) Course:

- ❖ To benefit the industry by providing them with suitable trained persons in the field of Accounting & Finance.
- ❖ To inculcate training and practical in approach by using modern technology amongst the students in the field of Accounting & Finance.
- ❖ To provide adequate basic understanding about accounting & finance education among the students.

Duration of the Course

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

Programme Specific Outcome:

The objective of this programme was to improve self-employment and provide benefits to the organizations by providing them with suitably trained persons in the field of Accounting and Finance by mode of interaction, presentations, projects, industrial visits and practical training. BAF degree will help to gain knowledge in areas of Financial Accounting, Cost Accounting, Auditing, IT, Taxation, Economics, Business Law and Business Communication.

Subjects offered – B.Com. (Accounting & Finance)

First Year : First Semester (Seven papers)

- 1) Financial Accounting Paper – I
- 2) Cost Accounting Paper – I
- 3) Economics Paper – I
- 4) Commerce Paper – I
- 5) Financial Management - I
- 6) Business Communication – Paper – I
- 7) Foundation Course – Paper - I

First Year : Second Semester (Seven papers)

- 1) Financial Accounting – II
- 2) Auditing – I
- 3) Foundation Course – II
- 4) Innovative Financial Services
- 5) Business Law – I
- 6) Quantitative Methods for Business - I
- 7) Business Communication - II

Second Year : Third Semester (Seven papers)

- 1) Information Technology in Accountancy - I
- 2) Cost Accounting - II
- 3) Financial Accounting - III
- 4) Economics – II
- 5) Business Law – II
- 6) Commerce – II
- 7) Tax – II

Second Year : Fourth Semester (Seven papers)

- 1) Financial Accounting – IV
- 2) Management – I
- 3) Research Methodology in A & F
- 4) Direct Taxation
- 5) Business Law – III
- 6) Information Technology in Accountancy– II
- 7) Management Accounting -I

Third Year : Fifth Semester (Six papers)

- 1) Financial Accounting – V
- 2) Cost Accounting – III
- 3) Financial Accounting – VI
- 4) Financial Management – II
- 5) Taxation – IV
- 6) International Finance

Third Year : Sixth Semester (Six papers)

- 1) Financial Accounting – VII
- 2) Cost Accounting- IV
- 3) Project Work
- 4) Financial Management – III
- 5) Taxation – V
- 6) Security Analysis and Portfolio management



RULES & REGULATIONS (REGARDING ADMISSION)

Eligibility for admission :

A Candidate for being eligible for admission to B.Com. (Accounting & Finance) Degree course shall have passed XIIth Std Examination of the Maharashtra Board of Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate at first attempt (40% in case of reserved category)

Commencement of Admission :

In General admission to various classes will start immediately after the declaration of the result of the relevant Board / College.

Minimum Requirement for admission : As per University of Mumbai Circular vide no O. 5204 the minimum requirement for admission is as under:-

- (a) A candidate for being eligible for admission to the Bachelor of Commerce (Accounting and Finance) degree course shall have passed XII std. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate **at first attempt** (40% in case of reserved category).
- (b) Every candidate admitted to the degree course in the constituent/affiliated college/recognized institution, conducting the course, shall have to register himself/herself with the University.

Right to Admission : The right to admission is absolutely reserved with the Principal.

Procedure for admission : Application in prescribed form which can be procured from the college office, should be submitted within the stipulated period as per notification issued from time to time. The following documents must accompany the application.

1) Original Statement of marks of the previous qualifying examination, along with two attested xerox copies.

2) Eligibility Certificate in original from the University of Mumbai only by the students migrating from outside Maharashtra State.

Status of admission :

1) All the admissions will be treated as provisional until all the necessary certificates, documents are submitted and approved by the appropriate authorities.

2) No admission will be regarded as proper unless it is granted by the authority of the Principal.

3) All admission will be valid only for one academic year and requires renewal for each subsequent year.

4) Admission to this college will be strictly on merit.

5) Right to admission will be absolutely reserved with the college Authorities.

CANCELLATION OF ADMISSION

The student is required to make an application in writing to the Principal of the college together with original Fee Receipt for cancellation of admission.

Fees, Deposits etc. :

1) All students will have to pay full fees for the full year at the time of admission.

2) Refund of fees will be done as per University Rules.

3) Deposits will not be refunded, if dues to the College by the students on account of damage done to any college property, lost library books etc. are not clear.

Standard of Passing :- B.Com. (Accounting and Finance)

A student must get 40% of the marks in aggregate of internal and semester end examination with minimum of 40% marks in the internal and semester end examination separately to pass the subject (i.e. 10 out of 25 and 30 out of 75 marks separately).

MASTER OF COMMERCE (ADVANCE ACCOUNTANCY)

SCOPE OF M. COM. (ADVANCED ACCOUNTANCY)

- To provide expertise knowledge in the Accountancy subject
- To cater the industry requirement of trained accounting professionals

Duration of the Course

- The course shall be full time course
- The duration of the course shall be four semesters spread over two years.

Programme Outcome

To provide expertise knowledge in the Accountancy subject

To cater the industry requirement of trained accounting professionals

PART - I

SEMESTER – I

- 1) *Strategic Management*
- 2) *Economics for Business Decision*
- 3) *Cost and Management Accounting*
- 4) *Business Ethics and Corporate Social Responsibility*

SEMESTER – II

- 1) *Research Methodology for business*
- 2) *Macro Economics concepts and applications*
- 3) *Corporate Finance*
- 4) *E-Commerce*

Part – II

SEMESTER – III

- 1) *Advanced Auditing*
- 2) *Advanced Financial Accounting*
- 3) *Direct Tax*
- 4) *Project Work*

SEMESTER – IV

- 1) *Corporate Financial Accounting*
- 2) *Advanced Financial Management*
- 3) *Indirect Tax*
- 4) *Project Work*

ELIGIBILITY FOR ADMISSION

A candidate for being eligible for admission to M.Com. in Advanced Accountancy course shall have passed B.COM / BAF / BMS / BBI from Mumbai University or any other equivalent

GUIDELINES FOR ADMISSION

Application in prescribed form which can be purchased from college office, should be submitted within a stipulated period as per the notifications issued from time to time.

The following documents must be attached with application

- 1) Original mark sheet of TY.B.COM or equivalent examination, along with 3 Xerox copies of the same.
- 2) Eligibility certificate from the University of Mumbai in case of a student passing TY.B.COM examination from other than University of Mumbai.
- 3) Transfer certificate from the earlier institute .
- 4) Full amount of fees for the year in cash.

RULES FOR THE M.COM STUDENTS

- 1) Right to admission is reserved by the University.
- 2) Attendance of 75% of theory, practical and tutorial (wherever prescribed) separately will be required for granting the term.
- 3) Students must wear I-card to enter the college premises.
- 4) Students must observe discipline in the college campus
- 5) Admission will be treated as provisional till the candidate submits transfer certificate or eligibility certificate as the case may be.

STANDARD OF PASSING

- 1) The candidate is said to have passed if she secures 40% of allotted marks in each head of passing.
- 2) Practical / Project of 40 marks will be treated as separate head of passing.
- 3) A student is eligible to be admitted in semester II irrespective of number of heads of failure in semester I

LIBRARY

The college has adequate no. of books in the Library for M.Com course. The library also subscribes for professional journals to fulfill the need of M.Com. Course.

CAMPUS RECRUITMENT

The college provides ample opportunities of placement in reputed corporate through the placement cell for graduate and post graduate students.

CANCELLATION OF ADMISSION

The student will have to make an application in writing to the Principal of the college together with original fee receipt for cancellation of admission.

REFUND OF FEES, DEPOSITS etc. :

- 1) Refund of fees will be done as per University Rules.
- 2) Deposits will not be refunded, if dues to the College by the students on account of damage done to any college property, lost library books etc. are not cleared.

GENERAL RULES AND REGULATIONS REGARDING COLLEGE:

Verification of Marks

As per ordinance 237, a student of F.Y or S.Y. Class can seek verification of marks by making an application within a week of the declaration of results.

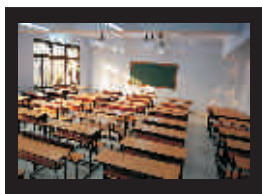
Use of Unfair Means at the Examination:

A student if found guilty of using any unfair means during the college examination will immediately attract action under the Maharashtra Act No. XXXI of 1982. The broad categories of mal-practices and the quantum of punishment thereof are as laid down in the University ordinance 5050(12).

The unfair means inquiry committee of the college shall have the power to recommend the quantum of punishment depending on the nature of mal practices.

Faculty and Staff:

The core values of innovation and leadership are reflected in every element of K. B. The college tries to fully develop the students' potential by giving them the freedom to explore new horizon and thereby gain a thorough understanding of technology and learn vital skills. In order to achieve this our faculty is highly qualified not only academically but with relevant industrial experience, who nurture and develop the students to explore new ways of thinking. This combination enables us to bridge the gap between academic theories and real-work experience and application.



Infra Structure:

The College has big, spacious and lighted classrooms with unbreakable green black boards. The audio visual facility is available in certain classrooms.

Seminar Hall:

A well equipped AC Seminar Hall with sufficient seating capacity, top of the line LCD projector, A.V. equipment setup unit, computer controlled video multiport facility with enabling professional environment of typical MNC setup is available.

Sports Activities:

The college has a spacious open playground. Indoor and outdoor sports games are arranged for the benefit of the students. The students can make use of well equipped gymkhana in the college. The sports committee organizes various tournaments, and the annual sports meet in the college and also sends out students to represent the college at various inter collegiate competitions.



Canteen:

The college has a spacious canteen which provides variety of clean and hygienic food at a subsidized rate. There is a canteen committee comprising of staff and students to ensure the quality of food supplied.



College Library:

The college maintains a Library and Reading room. It is situated on the fourth floor of the main building. The students spend their precious time in the library, reading books which enrich their knowledge and provide them a competitive spirit and attitude. Every year, collections of new books are added. There are several periodicals and magazines in English, Hindi and Marathi, the benefit of which is fully taken by the students. The college is also maintaining a Book Bank Scheme for the benefit of backward class students. The library remains open from 8.00 a.m. to 6.00 p.m. during working days.



Library Rules:

- a) The students must handle books with great care. Strict action will be taken against students spoiling the library books by underlining, tearing away pages and for loss of books.
- b) If a book or a periodical is lost it should be replaced within 7 days or the cost will be recovered from the students concerned if replacement is not possible.
- c) Identity Card and Reader's Tickets are not transferable.
- d) Books issued for use at home must be returned on or before the date mentioned on the slip. Fine will be charged for late return.
- e) Reference books are not meant for home issue.
- f) Students have to observe utmost silence in the reading hall.
- g) Ex-students of our college and the students of other colleges are not allowed to use the reading hall facility unless permission is obtained from the Principal.

Book Bank Scheme:

The College Library has a Book Bank Scheme. Under this scheme, socially and economically backward students are provided books, free of charge, for the academic year. The book bank aid is provided by University of Mumbai.



College Magazine:

The college publishes its Annual Magazine "Krishnanjali". The students are nominated on the editorial board on the recommendations of the Editor.

Extra Curricular Activities:

With a view to explore the untapped potential and promote all round personality of students, we conduct a lot of extra curricular activities in the college. Students are advised to take part in various extra and co-curricular activities. The activities are conducted by the following associations to develop organizational skills and leadership qualities among the students.





Cultural Association:

The Cultural Association has been very active for the previous years. The Association organizes various competitive as well as noncompetitive events, throughout the year. It motivates students to take part in Harsh Utsav and inter-collegiate cultural competitions. The college Annual Day function – an important event- is the responsibility of this Association. The college Annual Day function is a unique one in this College. The Miss K. B. Programme organized by the college is a very spectacular event which every student waits for.

Placement and Career Guidance Cell:

This cell guides the students to choose the right career. It displays notices, Vacancies, advertisements regarding job opportunities on the college notice boards from time to time and facilitates the placement drives by imparting intensive training to the young students.

Nature Club:

The College has a Nature Club which creates awareness about preservation of environment amongst the students. The club conducts a large number of activities and adds to the National Mission of Environment Protection.

Staff Academic Forum:

A Staff colloquium is held regularly in which the teaching staff members come together for discussion on current, academic, social, economical and political issues of National and International importance. This is an academic pursuit.

NSS:

The NSS unit in the College enrolls students as per the NSS guidelines and directions of the University of Mumbai. This Scheme gives an opportunity to students to develop organizational skills, leadership qualities and a sense of social consciousness. Various projects are undertaken by the NSS Volunteers. Camps are arranged during the vacations in nearby village. An NSS Student is required to complete 120 hours of work to be eligible for 10 grace marks.

The Students Council:

The Students Council is formed under the Maharashtra Universities Act 1994. The Principal is the ex-officio Chairman of the Council, while the student- members elect one of them as its Secretary. The Students Council helps the College administration in maintaining discipline and conducting various activities for the students.

K. B. College Alumni:

The college has an ex-student association called “K. B. College Alumni.” The Alumni helps in organizing various events and courses.

Committees of the College:

- 1) **Internal Quality Assurance Cell:** The College has been awarded 'A' Grade by the National Assessment & Accreditation Council in January, 2013 for a period of five years. The IQAC works actively till the next NAAC to maintain the quality in the institute at all levels.
- 2) **Academic Monitoring Cell and Tutor Ward Cell:** The academic monitoring cell monitors the teaching learning process for the students as well as the faculty.
- 3) **Examination Committee:** The Principal in the College constitutes the Examination Committee consisting of teachers, one among them is designated as the Chairperson of the Committee. This committee is responsible for the smooth conduct of examinations and ensures fair and timely declaration of results.
- 4) **Attendance Committee:** Monthly attendance sheets of the defaulters are displayed on the Notice Boards regularly. The Attendance Committee of the College intimates the parents of the defaulting students, in each term.

There are various other committees working towards the quality and excellence in the college.

These are as under:

- * Admission Committee
- * Time Table Committee
- * Canteen Committee
- * Women's Development Cell
- * Sports Committee
- * Grievance Redressal Cell
- * Parents teacher association
- * Special monitoring cell for reserved students
- * Unfair Means Inquiry Committee
- * Discipline Committee
- * Research and Development Committee
- * Health Club
- * Anti- ragging committee

General Rules and Regulations:

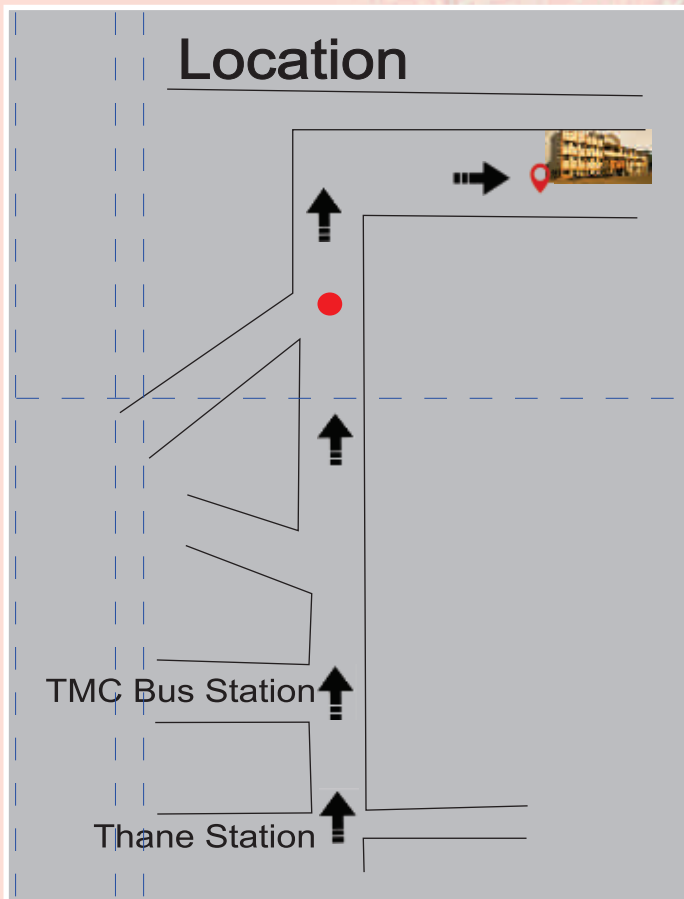
- 1) Every student of the college must carry the identity card issued by the college with her photograph affixed and it can produce the same as and when asked by the college authorities. No students will be allowed to attend classes or library without her identity card and in case of loss of identity card a duplicate must be obtained by paying the prescribed charges.
- 2) Students shall attend lectures, tutorials and seminars according to the time table on all working days. They will not abstain themselves from lectures, tutorials, seminars and examinations without prior permission of the Principal. Absence without prior leave may result in loss of terms, since to keep a term a student has to complete to the satisfaction of the Principal the course of the study prescribed. Students are warned, that if their attendance at lectures, tutorials etc is unsatisfactory, they will be detained. If student's attendance is poor or unsatisfactory in the Ist term, the college reserves its right to cancel admission of such students and not admit them in the IInd Term. 75% attendance is compulsory as per university norms. No student will be allowed to appear for the examination if the attendance is below 75%. Strict action will be taken on defaulters.
- 3) In case of illness, a student shall apply for leave as soon as possible with a doctor's certificate attached to the application and submit it to the Principal.
- 4) Term will not be granted if the attendance and / or performance in the examination / test are not satisfactory.
- 5) Use of mobile phones is strictly prohibited in the campus. The phones will be confiscated immediately.
- 6) Sobriety should be maintained in dress code. Girls are expected to observe decorum in dress sense.
- 7) Students are expected to actively participate in the cultural and co-curricular activities.
- 8) A student must observe proper decorum in the classes and should take utmost care not to disturb their own class and other classes.
- 9) The students should read the Notice Board daily.
- 10) The students are not allowed to loiter in the corridors and the college campus.
- 11) No money will be collected for any purpose without the permission of the Principal nor will any Society or Association be formed in the college.
- 12) The students are not allowed to take part in any prejudicial activity.
 - 13) The college authorities have right to suspend/ expel any student for infringement of rules/ misconduct/ indiscipline.
 - 14) A teacher conducting a class at given time shall have absolute control of the class and take appropriate action in order to maintain discipline in the class.
 - 15) All the students are requested to take care of the college property and try to keep the college premises neat, tidy and clean. Any damage done to the college building, furniture and fixtures by the students shall be treated as a breach of discipline.
 - 16) The students are requested to take care of their property. The college authorities are not responsible for the loss of personal belongings of the students.
 - 17) Ragging is strictly prohibited in the campus.
 - 18) Any lost property, found by any student must be handed over to the college office, which will be returned to the claimant on identification.
 - 19) The students are directed to make maximum use of library and reading room.

In pursuance of the judgement of Hon'ble Supreme Court of India the University Grant Commission has notified "Regulations on curbing the menace of ragging in Higher Educational Institute 2009, the students are directed to study the regulations available on UGC website www.ugc.ac.in, www.antiragging.in and submit Annexure I (Affidavit by students) and Annexure II (Affidavit by parents / guardians) along with the admission form at the time of admission.

A REQUEST TO PARENTS / GUARDIANS:

It is observed that Parents / Guardians take less interest in the academics or the conduct of their ward in the college. When they come to know about the disciplinary action taken by the College Authorities against their ward on account of her shortage in attendance, lapse in conduct or bad performance in the examination they find themselves in an embarrassing situation. In order to avoid this, they are requested to be in touch with the college authorities regularly. They can also contact the concerned teachers with prior appointment. Parents / Guardians are particularly requested to keep watch on the attendance of this ward. Lastly, they are requested to take any communication received from the college regarding lapse on the part of their ward seriously.

I promise to comply by the Anti-ragging UGC Resolutions 2009



**K.B. College
of
Arts & Commerce
for Women,
Thane (East)**

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