



LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

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Noted.



Principal
Lala Lajpat Rai College
of Commerce & Economics
Lala Lajpat Rai Marg,
Mumbai - 400 034.

UNIVERSITY OF MUMBAI

No. UG/21 of 2018-19

1

CIRCULAR:-

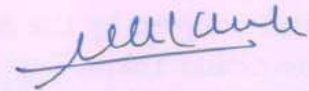
Attention of the Principals of the affiliated Colleges and Directors of the recognized Institutions in Commerce & Management Faculty is invited to this office Circular No.UG/105 of 2016-17, dated 25th October, 2016 relating to syllabus of Bachelor of Commerce (B.Com.) degree course.

They are informed that the recommendations made by the Board of Studies in Commerce at its meeting held on 28th February, 2018 have been accepted by the Academic Council at its meeting held on 5th May, 2018 vide item No. 4.48 and that in accordance therewith, the revised syllabus as per the (CBCS) for the T.Y.B.Com. (Sem. V & VI), has been brought into force with effect from the academic year 2018-19, accordingly. (The same is available on the University's website www.mu.ac.in).

MUMBAI – 400 032

14th June, 2018

To



(Dr. Dinesh Kamble)
I/c REGISTRAR

The Principals of the affiliated Colleges and Directors of the recognized Institutions in Commerce & Management Faculty. (Circular No. UG/334 of 2017-18 dated 9th January, 2018.)

A.C./4.48/05/05/2018

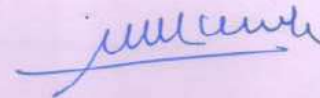
No. UG/21 -A of 2018

MUMBAI-400 032

14th June, 2018

Copy forwarded with Compliments for information to:-

- 1) The I/c Dean, Faculty of Commerce & Management,
- 2) The Chairman, Board of Studies in Commerce,
- 3) The Director, Board of Examinations and Evaluation,
- 4) The Director, Board of Students Development,
- 5) The Professor-cum-Director, Institute of Distance and Open Learning (IDOL),
- 6) The Co-Ordinator, University Computerization Centre,



(Dr. Dinesh Kamble)
I/c REGISTRAR

Mechanism for Assessment of UG Aided Programme - Bachelor of Commerce (B.Com)

2

- Write a project in VB to design a suitable form to add two numbers and display their sum.
- Write a project in VB to design a suitable form to enter sales and calculate and display the bonus which is 10% of sales.
- Write a project in VB to design a suitable form to enter salary and calculate and display the DA which is 90% of salary.

❖ Scheme of Examination

Type	Marks	Duration
Theory	75	2½ hours
Practical	20	1 hour per batch of 10
Active Participation and Class conduct	05	---

• Theory Examination Pattern

All questions are compulsory

Question No.	Unit No.	Marks	Marks with Internal Option
Q. 1.	Objective type based on I, (II,III) and IV	11+2+2	23
Q. 2.	I	15	30
Q. 3.	II	15	30
Q. 4.	III	15	30
Q. 5.	IV	15	30

• Practical Examination Pattern- Semester VI

Sr. No.	Topic	Marks
01	Advanced Spread sheet	07
02	Introduction to VB Programing	03
03	Journal	05
04	Viva	05

- Practical examination to be conducted 2 to 3 weeks before the theory examination. Marks out of 25 to be submitted to the University before commencement of theory examination.
- Software Requirement :
Spread Sheet 2010, VB 6.0
- Hardware
For a batch of 120 students minimum 10 computers with appropriate hardware and software installed on each computer. During practical hours maximum two student may share one computer.
- For in house computing facility fee of rupees 750/- be charged for each student per Semester in the existing fee structure against head of computer fee/computer practical.

Mechanism for Assessment of UG Aided Programme

Bachelor of Commerce (B.Com)

3

R. _____: **The Scheme of Examination:**

The performance of the learners shall be evaluated in two components: Internal Assessment with 25% marks by way of continuous evaluation and by Semester End Examination with 75% marks by conducting the theory examination.

INTERNAL ASSESSMENT:- It is defined as the assessment of the learners on the basis of continuous evaluation as envisaged in the credit based system by way of participation of learners in various academic and correlated activities in the given semester of the programme.

A) Internal Assessment – 25%

25 Marks

Sr. No.	Particulars	Marks	
1	A project to be prepared by an individual learner or a group of learners in not more than five learners in a group. It is to be evaluated by the teacher concerned.	20 Marks	
	Hard Copy of the project*		10 Marks
	Presentation		05 Marks
	Viva/Interaction		05 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities.	05 Marks	

The marks of the internal assessment should not be disclosed to the students till the results of the corresponding semester is declared.

SEMESTER END EXAMINATION:- It is defined as the examination of the learners on the basis of performance in the semester end theory / written examinations.

B) Semester End Examinations – 75%

75 Marks

The assessment of Part 'A' i.e. Internal Assessment and Part 'B' i.e. Semester End Examination as mentioned above for the Semesters I to IV shall be processed by the Colleges / Institutions of their learners and issue the grade cards to them after the conversion of marks into grade as per the procedure.

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UNIVERSITY OF MUMBAI
No. UG/109 of 2016-17

CIRCULAR:-

A reference is invited to the Syllabi relating to the Bachelor of Management Studies (B.M.S) degree programme vide this office Circular No. UG/144 of 2011 dated 14th June, 2011 the Principals of affiliated Colleges in Commerce are hereby informed that the approved by the Academic Council at its meeting held on 24th June, 2016 vide item No. 4.80 and that in accordance therewith, the revised syllabus as per Choice Based Credit System for (B.M.S) Program – Course Structure (Sem. I to VI), which is available on the University's web site (www.mu.ac.in) and that the same has been brought into force with effect from the academic year 2016-17.

MUMBAI – 400 032
October, 2016


(Dr.M.A. Khan)
REGISTRAR

To,

The Principals of affiliated Colleges in Commerce and the Heads of recognized Institutions concerned.

A.C/4.80 /24/06/2016

No. UG/109-A of 2016-17 MUMBAI-400 032 25 October, 2016

Copy forwarded with compliments for information to:-

- 1) The Dean, Faculty of Commerce,
- 2) The Director, Board of College and University Development,
- 3) The Controller of Examinations,
- 4) The Professor-cum- Director, Institute of Distance and Open Learning (IDOL),
- 5) The Co-Ordinator, University Computerization Centre.


(Dr.M.A. Khan)
REGISTRAR

PTO..

Bachelor of Management Studies (BMS)**Revised Syllabus of Courses of Bachelor of Management Studies (BMS)****Programme at Semester I and II****with effect from the Academic Year 2016-2017****Scheme of Evaluation**

The performance of the learners will be evaluated in two Components. One component will be the Internal Assessment component carrying 25% marks and the second component will be the Semester-wise End Examination component carrying 75% marks. The allocation of marks for the Internal Assessment and Semester End Examinations will be as shown below:-

A) Internal Assessment: 25 %**Question Paper Pattern****(Internal Assessment- Courses without Practical Courses)**

Sr. No.	Particular	Marks
1	One class test (20 Marks)	
	Match the Column/ Fill in the Blanks/ Multiple Choice Questions <i>(½ Mark each)</i>	05 Marks
	Answer in One or Two Lines (Concept based Questions) <i>(01 Mark each)</i>	05 Marks
	Answer in Brief (Attempt Any Two of the Three) <i>(05 Marks each)</i>	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

Question Paper Pattern**(Internal Assessment- Courses with Practical Courses)**

Sr. No.	Particular	Marks
1	Semester End Practical Examination (20 Marks)	
	Journal	05 Marks
	Viva	05 Marks
	Laboratory Work	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

Mechanism for Assessment of UG Self-Financed Programme - Bachelor of Management Studies (BMS)

6

B) Semester End Examination: 75 %

- i) Duration: The examination shall be of 2 ½ Hours duration
- ii) Theory question paper pattern
 - There shall be five questions each of 15 marks.
 - All questions shall be compulsory within the questions.
 - Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

(Detail question paper pattern has been given separately)

Passing Standard


The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 30 Out of 75) separately, to pass the course and minimum of Grade E to pass a particular semester A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together.

UNIVERSITY OF MUMBAI
No. UG/176 of 2016-17

CIRCULAR:-

A reference is invited to the Syllabi relating to the B.Sc. degree course , vide this office Circular No. UG/177 of 2011, dated 20th June, 2011 and the Principals of affiliated Colleges in Arts, Science and Commerce are hereby informed that the recommendation made by the Ad-hoc Board of Studies in Information Technology at its meeting held on 4th July, 2016 has been accepted by the Academic Council at its meeting held on 14th July, 2016 vide item No. 4.76 and that in accordance therewith, the revised syllabus as per the Choice Based Credit System for F.Y. B.Sc. programme in Information Technology (Sem. I & II), which is available on the University's web site (www.mu.ac.in) and that the same has been brought into force with effect from the academic year 2016-17.

MUMBAI – 400 032
22 November, 2016


(Dr.M.A.Khan)
REGISTRAR


To,

The Principals of the affiliated Colleges in Arts, Science and Commerce.
A.C/4.76/14.07.2016

No. UG/ 176 -A of 2016 MUMBAI-400 032 22 November, 2016

Copy forwarded with Compliments for information to:-

- 1) The Co-ordinator, Faculty of Science,
- 2) The Chairman, Board of Studies in Information Technology,
- 3) The Professor-cum-Director, Institute of Distance & Open Learning (IDOL)
- 4) The Director, Board of College and University Development,
- 5) The Co-Ordinator, University Computerization Centre,
- 6) The Controller of Examinations.


(Dr.M.A.Khan)
REGISTRAR

PTO..

Evaluation Scheme:

1. Internal Evaluation (25 Marks).

i. Test: 1 Class test of 20 marks. (Can be taken online)

Q	Attempt <u>any four</u> of the following:	20
a.		
b.		
c.		
d.		
e.		
f.		

ii. 5 marks: Active participation in the class, overall conduct, attendance.

2. External Examination: (75 marks)

	All questions are compulsory	
Q1	(Based on Unit 1) Attempt <u>any three</u> of the following:	15
a.		
b.		
c.		
d.		
e.		
f.		
Q2	(Based on Unit 2) Attempt <u>any three</u> of the following:	15
Q3	(Based on Unit 3) Attempt <u>any three</u> of the following:	15
Q4	(Based on Unit 4) Attempt <u>any three</u> of the following:	15
Q5	(Based on Unit 5) Attempt <u>any three</u> of the following:	15

3. Practical Exam: 50 marks

A Certified copy journal is essential to appear for the practical examination.

1.	Practical Question 1	20
2.	Practical Question 2	20
3.	Journal	5
4.	Viva Voce	5

OR

1.	Practical Question	40
2.	Journal	5
3.	Viva Voce	5

UNIVERSITY OF MUMBAI

No. UG/91 of 2018-19

CIRCULAR:-

Attention of the Principals of the affiliated Colleges and Directors of the recognized Institutions in Commerce & Management Faculty is invited to this office Circular No. UG/28 of 2015, dated 22nd July, 2015 relating to syllabus of Bachelor of Commerce (Accounting and Finance) degree programme.

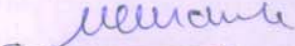
Their attention is also invited to University Circular No. UG/106 of 2016-17 dated 25th October, 2016 for F.Y.B.Com. (Accounting & Finance) Sem. I & II and University Circular No. UG/166 of 2017-18 dated 8th August, 2017 for S.Y.B.Com. (Accounting & Finance) Sem. III & IV respectively.

They are hereby informed that the recommendations made by the Board of Studies in Accountancy at its meeting held on 28th February, 2018 have been accepted by the Academic Council at its meeting held on 5th May, 2018 vide item No. 4.42 and that in accordance therewith, the revised syllabus as per the (CBCS) for the T.Y.B.Com. in Accountancy (Accounting and Finance) (Sem. V & VI), has been brought into force with effect from the academic year 2018-19, accordingly. (The same is available on the University's website www.mu.ac.in).

MUMBAI - 400 032

27th July, 2018

To


(Dr. Dinesh Kamble)
I/c REGISTRAR

The Principals of the affiliated Colleges and Directors of the recognized Institutions in Commerce & Management Faculty. (Circular No. UG/334 of 2017-18 dated 9th January, 2018.)

A.C./4.42/05/05/2018


No. UG/ 91 -A of 2018

MUMBAI-400 032

27th July, 2018

Copy forwarded with Compliments for information to:-

- 1) The I/c Dean, Faculty of Commerce & Management,
- 2) The Director, Board of Examinations and Evaluation,
- 3) The Director, Board of Students Development,
- 4) The Professor-cum-Director, Institute of Distance and Open Learning (IDOL),
- 5) The Co-Ordinator, University Computerization Centre,


(Dr. Dinesh Kamble)
I/c REGISTRAR

B. Com (Accounting & Finance) (BAF)**Revised Syllabus of Courses of B.Com. (Accounting and Finance)****Programme at Semester I and II****with effect from the Academic Year 2016-2017****Scheme of Evaluation**

The performance of the learners will be evaluated in two Components. One component will be the Internal Assessment component carrying 25% marks and the second component will be the Semester-wise End Examination component carrying 75% marks. The allocation of marks for the Internal Assessment and Semester End Examinations will be as shown below:-

A) Internal Assessment: 25 %**Question Paper Pattern****(Internal Assessment- Courses without Practical Courses)**

Sr. No.	Particular	Marks
1	One class test (20 Marks)	
	Match the Column/ Fill in the Blanks/ Multiple Choice Questions <i>(½ Mark each)</i>	05 Marks
	Answer in One or Two Lines (Concept based Questions) <i>(01 Mark each)</i>	05 Marks
	Answer in Brief (Attempt Any Two of the Three) <i>(05 Marks each)</i>	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

Question Paper Pattern**(Internal Assessment- Courses with Practical Courses)**

Sr. No.	Particular	Marks
1	Semester End Practical Examination (20 Marks)	
	Journal	05 Marks
	Viva	05 Marks
	Laboratory Work	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

Mechanism for Assessment of UG Self-Financed Programme - 11

B. Com (Accounting & Finance) (BAF)

B) Semester End Examination: 75 %

- i) Duration: The examination shall be of 2 ½ Hours duration
- ii) Theory question paper pattern
 - There shall be five questions each of 15 marks.
 - All questions shall be compulsory with internal choice within the questions.
 - Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

(Detail question paper pattern has been given separately)

Passing Standard

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 30 Out of 75) separately, to pass the course and minimum of Grade E to pass a particular semester A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together.

UNIVERSITY OF MUMBAI

No. UG/121 of 2016-17

CIRCULAR:-

A reference is invited to the Syllabi relating to the B.Com. (Banking Insurance) degree course vide this office Circular No. UG/144 of 2011 dated 14th June, 2011 the Principals of affiliated Colleges in Commerce are hereby informed that the approved by the Academic Council at its meeting held on 24th June, 2016 vide item No. 4.74 and that in accordance therewith, the revised syllabus as per Choice Based Credit System for B.Com (Banking and Insurance) (Sem. I to VI) - Course Structure (Sem. I & II), which is available on the University's web site (www.mu.ac.in) and that the same has been brought into force with effect from the academic year 2016-17.

MUMBAI – 400 032
27th October, 2016

M.A. Khan
26/10/16
(Dr.M.A. Khan)
REGISTRAR

To,

The Principals of affiliated Colleges in Commerce and the Heads of recognized Institutions concerned.

A.C/4.74 /24/06/2016

No. UG/121-A of 2016-17 MUMBAI-400 032 27th October, 2016

Copy forwarded with compliments for information to:-

- 1) The Dean, Faculty of Commerce,
- 2) The Director, Board of College and University Development,
- 3) The Controller of Examinations,
- 4) The Professor-cum- Director, Institute of Distance and Open Learning (IDOL),
- 5) The Co-Ordinator, University Computerization Centre.

M.A. Khan
26/10/16
(Dr.M.A. Khan)
REGISTRAR

PTO..

B. Com (Banking & Insurance) (BBI)**Revised Syllabus of Courses of B.Com. (Banking & Insurance)****Programme at Semester I and II****with effect from the Academic Year 2016-2017****Scheme of Evaluation**

The performance of the learners will be evaluated in two Components. One component will be the Internal Assessment component carrying 25% marks and the second component will be the Semester-wise End Examination component carrying 75% marks. The allocation of marks for the Internal Assessment and Semester End Examinations will be as shown below:-

A) Internal Assessment: 25 %**Question Paper Pattern****(Internal Assessment- Courses without Practical Courses)**

Sr. No.	Particular	Marks
1	One class test (20 Marks)	
	Match the Column/ Fill in the Blanks/ Multiple Choice Questions (½ Mark each)	05 Marks
	Answer in One or Two Lines (Concept based Questions) (01 Mark each)	05 Marks
	Answer in Brief (Attempt Any Two of the Three) (05 Marks each)	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

Question Paper Pattern**(Internal Assessment- Courses with Practical Courses)**

Sr. No.	Particular	Marks
1	Semester End Practical Examination (20 Marks)	
	Journal	05 Marks
	Viva	05 Marks
	Laboratory Work	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

B. Com (Banking & Insurance) (BBI)

B) Semester End Examination: 75 %

- i) Duration: The examination shall be of 2 ½ Hours duration
- ii) Theory question paper pattern
 - There shall be five questions each of 15 marks.
 - All questions shall be compulsory with internal choice within the questions.
 - Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

(Detail question paper pattern has been given separately)

Passing Standard

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 30 Out of 75) separately, to pass the course and minimum of Grade E to pass a particular semester A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together.

University of Mumbai



UG/1830f 2019-20

CIRCULAR:-

Attention of the Principals of the affiliated Colleges and Directors of the recognized Institutions in Humanities Faculty is invited to the syllabus uploaded by the Academic Council at its meeting held on 25th May, 2011 vide item No. 4.28 relating to the revised syllabus as per (CBSGS) for the Bachelor of Mass Media and to this office Circular No.UG/142 dated 19th November, 2019 regarding the amended Ordinance 5205 relating to change the nomenclature of course of Bachelor of Mass Media to B.A. in Multimedia and Mass Communication B.A. (M.M.C.) and also the revised syllabus as per the (CBCS) for B.A. in Multimedia and Mass Communication B.A. (M.M.C.) in Sem. I and II.

They are hereby informed that the recommendations made by the Ad-hoc Board of Studies in Mass Media at its meeting held on 25th July, 2019 and subsequently approved by the Board of Deans at its meeting held on 1st October, 2019 vide item No.70 & 71 have been accepted by the Academic Council at its meeting held on 3rd October, 2019 vide item No. 4.8 and 4.9 and that in accordance therewith, the revised syllabus as per the (CBCS) for the B.A. in Multimedia and Mass Communication Course (Sem. III & IV) and (Sem. V & VI) has been brought into force with effect from the academic year 2020-21 and 2021-22 accordingly. (The same is available on the University's website www.mu.ac.in).

MUMBAI-400 032
30th December, 2019

Ajays
(Dr. Ajay Deshmukh)
REGISTRAR

To

The Principals of the affiliated Colleges, the Head of the University Departments and Directors of the recognized Institutions in Humanities Faculty. (Circular No. UG/334 of 2017-18 dated 9th January, 2018.)

A.C./4.8 & 4.9/ 03/10/2019

No. UG/188-A of 2019

MUMBAI-400 032

30th December, 2019

Copy forwarded with Compliments for information to:-

- 1) The Chairman, Board of Deans,
- 2) The Dean, Faculty of Humanities,
- 3) The Chairman, Board of Studies in Mass Media,
- 4) The Director, Board of Examinations and Evaluation,
- 5) The Director, Board of Students Development,
- 6) The Co-ordinator, University Computerization Centre,

Ajays
(Dr. Ajay Deshmukh)
REGISTRAR

Credit and Grading System

General Guidelines

The Credits are defined in terms of the learner's hours which are divided into two parts such as Actual and Notional. The value of a particular course can be measured in number of Credit Points. The value of One (01) Credit is equal to 30 Hours.

The scheme of Examination shall be divided into two parts i.e. Internal Assessment includes Assignments, Seminars, Case Studies and Unit Tests which will be of 40 marks and the Semester End Examinations which will be of 60 marks. The semester wise Credit Points will be varied from program to program but the value of Credits for Under Graduate Programmes shall be of 120 Credits and for Post graduate Degree programmes it will be 80 credits in the Faculty of Arts. The programme wise illustrations have been given for Under Graduate and Post Graduate Programmes separately.

Assignment of Credits

One (01) credit is approximately equal to thirty (30) hours of the learners load for all UG (Undergraduate) programmes and One (01) credit is equal to twenty (20) hours for theory & One (01) credit is equal to twenty (24) hours for practical of the learners load for PG (Postgraduate) Programmes. This credits is divided in to two parts, one is half of the hours actually spent in class room / practical / field work instructions and half of the hours notional spent for self study in library, institutions or at home, case study, writing of journal and assignments, projects etc by the learners him/her self for the completion of that course. The UG programmes carry a value of 120 credits for all courses under the faculty of Commerce, Arts & Science and PG programmes of Faculties of Arts and Commerce have 80 credits and the same for Faculty of Science is 96.

- **Undergraduates Programmes (3 Years Programmes of Arts, Commerce & Science)**
 - All 3 years undergraduate programmes are of 120 credits.
 - 17-23 credits in each semester.
 - One (01) Credit = Thirty (30) Hours of learners load.

Credit Based Evaluation System

Scheme of Examination

The performance of the learners shall be evaluated into two components. The learner's performance shall be assessed by Internal Assessment with 40% marks in the first component by conducting the Semester End Examinations with 60% marks in the second component. The allocation of marks for the Internal Assessment and Semester End Examinations are as shown below:

a) Internal Assessment – 40%**40 Marks**

Sr. No.	Particulars	Marks
1	One periodical class test held in the given semester	10 Marks
2	Subject specific Term Work Module/assessment modes –atleast twoas decided by the department in the beginning of the semester (like Extension/field/experimental work, Short Quiz; Objective test, lab practical, open book test etc and written assignments, Case study, Projects, Posters and exhibits etc for which the assessment is to be based on class presentations wherever applicable) to be selflessly assessed by the teacher/s concerned	20 Marks
3	Active participation in routine class instructional deliveries (and in practical work, tutorial, field work etc as the case may be)	05 Marks
4	Overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

b) Semester End Examinations – 60%**60 Marks**

- i) **Duration** – These examinations shall be of **2 Hours** duration.
- ii) **Theory Question Paper Pattern:**
 - 1) There shall be four questions each of 15 marks.
 - 2) All questions shall be compulsory with internal choice within the questions.
 - 3) Question may be subdivided into subquestions a, b, c... and the allocation of marks depends on the weightage of the topic.

The assessment of **Part ‘A’ i.e. Internal Assessment and Part ‘B’ i.e. Semester End Examination** as mentioned above for the Semesters I to IV shall be processed by the Colleges / Institutions of their learners and issue the grade cards to them after the conversion of marks into grade as per the procedure mentioned.

The assessment of **Part ‘A’ i.e. Internal Assessment** as mentioned above for the **Semesters V & VI shall be processed by the Colleges / Institutions** of their learners admitted for the programme while the University shall conduct the assessment of **Part ‘B’ i.e. Semester End Examination** for Semesters V & VI. The Internal Assessment marks of learners appearing for Semesters V & VI shall be submitted to the University by the respective colleges/ Institutions before the commencement of respective Semester End Examinations. The Semester End Examinations for Semesters V & VI shall be conducted by the University and the results shall be declared after processing the internal assessment and the marks awarded to the learners. The grade card shall be issued by the University after converting the marks into grades.

Passing Standard

The amended R. 4292 relating to standard of passing to be read as under:

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment & Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 16 out of 40) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 24 Out of 60) separately, to pass the course and minimum of Grade E in each project, wherever applicable, to pass a particular semester. A learner will be said to have passed the course if the learner passes the Internal Assessment & Semester End Examination together.

CARRY FORWARD OF THE MARKS IN CASE IF THE LEARNER GETS 'F' GRADE IN ONE OR MORE SUBJECTS:

- 1) A learner who PASSES in the Internal Examination but FAILS in the Semester End Examination of the course shall reappear for the Semester End Examination of that course. However his/her marks of the Internal Examinations shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.
- 2) A learner who PASSES in the Semester End Examination but FAILS in the Internal Assessment of the course shall reappear for the Internal Examination of that course. However his/her marks of the Semester End Examination shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.
- 3) **For Courses without practicals:** In case of a learner who is reappearing for the Internal Examination, the examination will consist of one project of 40 marks which will be divided into 20 marks for the documentation of the project, 10 marks for the presentation and 10 marks for the viva and the interaction.

ALLOWED TO KEEP TERMS (ATKT):

- a) A learner shall be allowed to keep term for Semester II irrespective of number of heads of failure in the Semester I.
- b) A learner shall be allowed to keep term for Semester III if he/she passes each of Semester I and Semester II.

OR

A learner who fails in not more than two courses of Semester I and Semester II taken together.

- c) A learner shall be allowed to keep term for Semester IV irrespective of number of heads of failure in Semester III. However, the learner shall pass each course of Semester I and Semester II in order to appear for Semester IV.
- d) A learner shall be allowed to keep term for Semester V if he/she passes Semester I, Semester II, Semester III and Semester IV.

OR

A learner shall pass Semester I and Semester II and fails in not more than two courses of Semester III and Semester IV taken together.

- e) A learner shall be allowed to keep term for Semester VI irrespective of number of heads of failure in the Semester V. However, the learner shall pass each course of Semester III and Semester IV in order to appear for Semester VI.

UNIVERSITY OF MUMBAI
No. UG/104 of 2016-17

CIRCULAR:-

A reference is invited to the Syllabi relating to the B.Com. (Financial Management) degree programme vide this office Circular No. UG/10 of 2014 dated 1st July, 2014 the Principals of affiliated Colleges in Commerce are hereby informed that the hereby informed that the approved by the Academic Council at its meeting held on 24th June, 2016 vide item No. 4.73 and that in accordance therewith, the revised syllabus as per Choice Based Credit System for B.Com (Financial Management) for (Sem. I to VI)-Course Structure (Sem. I & II), which is available on the University's web site (www.mu.ac.in) and that the same has been brought into force with effect from the academic year 2016-17.

MUMBAI – 400 032
October, 2016
To,

M.A. Khan
24/10/16
(Dr.M.A. Khan)
REGISTRAR

The Principals of affiliated Colleges in Commerce and the Heads of recognized Institutions concerned.

A.C/4.73 /24/06/2016

No. UG/104-A of 2016-17 MUMBAI-400 032 25 October, 2016

Copy forwarded with compliments for information to:-

- 1) The Dean, Faculty of Commerce,
- 2) The Director, Board of College and University Development,
- 3) The Controller of Examinations,
- 4) The Professor-cum- Director, Institute of Distance and Open Learning (IDOL),
- 5) The Co-Ordinator, University Computerization Centre.

M.A. Khan
24/10/16
(Dr.M.A. Khan)
REGISTRAR

PTO..

B.Com. (Financial Management) (BFMg)**Revised Syllabus of Courses of B.Com. (Financial Management)****Programme at Semester I and II****with effect from the Academic Year 2016-2017****Scheme of Evaluation**

The performance of the learners will be evaluated in two Components. One component will be the Internal Assessment component carrying 25% marks and the second component will be the Semester-wise End Examination component carrying 75% marks. The allocation of marks for the Internal Assessment and Semester End Examinations will be as shown below:-

A) Internal Assessment: 25 %**Question Paper Pattern****(Internal Assessment- Courses without Practical Courses)**

Sr. No.	Particular	Marks
1	One class test (20 Marks)	
	Match the Column/ Fill in the Blanks/ Multiple Choice Questions (½ Mark each)	05 Marks
	Answer in One or Two Lines (Concept based Questions) (01 Mark each)	05 Marks
	Answer in Brief (Attempt Any Two of the Three) (05 Marks each)	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

Question Paper Pattern**(Internal Assessment- Courses with Practical Courses)**

Sr. No.	Particular	Marks
1	Semester End Practical Examination (20 Marks)	
	Journal	05 Marks
	Viva	05 Marks
	Laboratory Work	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

Mechanism for Assessment of UG Self-Financed Programme- 21

B.Com. (Financial Management) (BFMg)

B) Semester End Examination: 75 %

- i) Duration: The examination shall be of 2 ½ Hours duration
- ii) Theory question paper pattern
 - There shall be five questions each of 15 marks.
 - All questions shall be compulsory with internal choice within the questions.
 - Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

(Detail question paper pattern has been given separately)

Passing Standard

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 30 Out of 75) separately, to pass the course and minimum of Grade E to pass a particular semester A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together.

UNIVERSITY OF MUMBAI
No. UG/ 83 of 2016-17

CIRCULAR:-

A reference is invited to the Syllabi relating to the Master of Commerce (M.Com) degree course vide this office Circular No. UG/20 of 2012-13 dated 10th May, 2012 and the Head, Department of Commerce, the Principals of affiliated Colleges in Commerce and the Professor-cum-Director, Institute of Distance and Open Learning (IDOL) are hereby informed that the recommendation made Board of Studies in Business Economics of at its meeting held on 27th May, 2016 has been accepted by the Academic Council at its meeting held on 24th June, 2016 vide item No. 4.16 and that in accordance therewith, the revised syllabus as per Choice Based Credit System for M.Com.(Sem. I & II) degree course in Economics, which is available on the University's web site (www.mu.ac.in) and that the same has been brought into force with effect from the academic year 2016-17.

MUMBAI – 400 032
25th October, 2016
To,

M.A. Khan
24/10/16
(Dr.M.A. Khan)
REGISTRAR

The Head, Department of Commerce, the Principals of affiliated Colleges in Commerce and the Professor-cum-Director, Institute of Distance and Open Learning (IDOL).

A.C/4.16 /24/06/2016

No. UG/83 -A of 2016-17 MUMBAI-400 032 25th October, 2016

Copy forwarded with compliments for information to:-

- 1) The Dean, Faculty of Commerce,
- 2) The Chairman, Board of Studies in Accountancy,
- 3) The Controller of Examinations,
- 4) The Co-Ordinator, University Computerization Centre.

M.A. Khan
24/10/16
(Dr.M.A. Khan)
REGISTRAR
PTO..

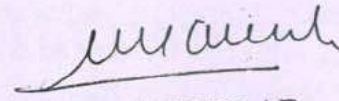
(2)

UNIVERSITY OF MUMBAI
No. UG/233 of 2017-18

CIRCULAR:-

A reference is invited to the syllabi relating to the Master of Commerce (M.Com.) Programme vide this office Circular No.UG/144 of 2011, dated 14th June, 2011 and the Principals of the affiliated Colleges in Commerce are hereby informed that the proposal received from Ad-hoc Dean, Faculty of Commerce and Management has been accepted by the Academic Council at its meeting held on 11th May, 2017 vide item No.4.184 and that in accordance therewith, the revised syllabus as per the (CBCS) for Master of Commerce (M.Com.) (Sem -III & IV), which is available on the University's website (www.mu.ac.in) and that the same has been brought into force with effect from the academic year 2017-18, accordingly.

MUMBAI - 400 032
27th August, 2017
To Sept.


REGISTRAR

The Principals of the affiliated Colleges in Commerce.

A.C/4.184/11/05/2017

No. UG/233 -A of 2017

MUMBAI-400 032 27th August, 2017
Sept.

Copy forwarded with Compliments for information to:-

- 1) The Co-ordinator, Faculty of Commerce & Management,
- 2) The Chairman, Ad-hoc Board of Studies in Commerce and Management,
- 3) The Offg. Director, Board of Examinations and Evaluation,
- 4) The Director, Board of Students Development,
- 5) The Professor-cum-Director, Institute of Distance and Open Learning (IDOL),
- 6) The Co-Ordinator, University Computerization Centre,


REGISTRAR

....PTO

Scheme of Examination:

The performance of the learners will be evaluated in two components. One component will be the Internal Assessment component carrying 40% marks and the second component will be the Semester End Examination component carrying 60% marks.

Internal Assessment:

The Internal Assessment will consist of one class test of 40 marks for each course excluding projects. The question paper pattern will be shown as below:

**Question Paper Pattern
(Internal Assessment)**

Maximum Marks: 40 marks

Questions to be set: 03

Duration: 1½ hours

Question No	Particular	Marks
Q-1	Objective Questions Students to answer 10 sub questions out of 15 sub questions. <i>(*Multiple choice/ True or False/ Match the columns/ Fill in the blanks)</i> OR Objective Questions A) Sub Questions to be asked 08 and to be answered any 05 B) Sub Questions to be asked 08 and to be answered any 05 <i>(*Multiple choice/ True or False/ Match the columns/ Fill in the blanks)</i>	10 Marks
Q-2	Concept based short questions Students to answer 5 sub questions out of 8 sub questions.	10 Marks
Q-3	Practical problems or short questions Students to answer 02 sub questions out of 03 sub questions	20 Marks

LALA LAJPAT RAI COLLEGE OF COM. & ECO., MUMBAI-400 034.
Committees For The Year 2017-2018

SENIOR COLLEGE

Sr. No.	Name of the Committee	Members of the Committee	
1)	Staff Common Room Secretary	Dr. Divya Nigam	
2)	Anti Ragging Committee	Dr. Vinay Pandit Prof. Ashok Mahadik 2 Students Council Members	
3)	Time Table Committee and Students Feed Back	Prof. R. Mehra (Convenor) Dr. Vinay Pandit	
4)	Students Council	Dr. Purnima Sharma / Prof. Rahul Shetty	
	Gymkhana	Prof. Ashok Mahadik / Prof. K.K. Dorage	
	N.S.S.	Prof. Kranti Ukey / Prof. Vishakha Walia / Prof. Siddiqui	
	DLLE	Dr. Divya Nigam / Dr. Minum Saksena	
	Nature Club	Prof. Darshan Pagdhare	
	Cultural Committee	Dr. Purnima Sharma / Prof. Rahul Shetty	
5)	College Magazine & Annual Report	Prof. Munmy Chhetry Baruah (Convenor) Dr. Divya Nigam Prof. Vishakha Walia	
6)	Unfair Means Inquiry Committee	Dr. S.V. Lasune (Convenor) Prof. Mahalakshmi Kumar Dr. Purnima Sharma	
7)	Examination Committee	Prof. V.V. Bhide (Convenor)	
		Prof. Munmy Chhetry Baruah	F.Y.B.Com.
		Prof. Darshan Pagdhare	S.Y.B.Com.
		Prof. Nimesh Punjani	T.Y.B.Com.
8)	Academic & Co-curricular Activity, Organisation of Lala Lajpatrai Memorial Lecture, Guest Lectures	Dr. Mohana Bandkar (Convenor) Prof. Darshan Pagdhare Prof. Ashok Mahadik	
	Staff Academy - Convocation		
9)	Workshops Committee	Dr. Mohana Bandkar (Convenor)	

Naveen

Principal
Lala Lajpat Rai College
of Commerce & Economics
Lala Lajpat Rai Marg,
Mumbai - 400 034.



	Dr. Purnima Sharma	TY - A
	Dr. S.V. Lasune	TY - B
	Dr. Divya Nigam	TY - C
	Prof. Nimesh Punjani	TY - D

**SELF-FINANCED COURSES
PORTFOLIO FOR THE ACADEMIC YEAR 2017-18**

No	Portfolio	Prof. In charge / Member
1	Academic Calendar	Dr. Arun Poojari Prof. Akshaya B
2	QAC	Dr. Arun Poojari
3	Women Development Cell	Dr. Arun Poojari Prof. Sangeeta Makkad
4	Library committee	Dr. Arun Poojari Dr. Minum Saksena
5	Staff and student s Grievance Redressal cell	Dr. Arun Poojari Dr. Vaidehi Kamath
6	Entrepreneurship Development cell	Dr. Arun Poojari Dr. Rajesh Mankani
7	Lala Students forum	Dr. Rajesh Mankani Prof. Siddiqui Prof. Rishi Arora
8	a. Exam Committee	Prof. Famidha Shaikh Prof. Sunehara
	b. University exam (IT coordinator)	Prof. Sangeeta Makkad Prof. Mona T.P
9	Unfair Means committee	Dr. Vaidehi Kamath Dr. Minum Saksena Prof. Akshaya
11	Attendance committee	All the coordinators
12	Time Table committee	Dr. Minum Saksena Prof. Vaidehi K
13	DLLE	Dr. Minum Saksena
14	N.S. S	Prof. Siddique Shaikh Prof. Rishi Arora
15	Anti-Ragging committee	Prof. Sangeeta Makkad
16	Staff common room secretary	Prof. Minum Saksena




Principal
 Lala Lajpat Rai College
 of Commerce & Economics
 Lala Lajpat Rai Marg,
 Mumbai - 400 034.

Composition of Examination Committee

LALA LAJPAT RAI COLLEGE OF COM. & ECO., MUMBAI-400 034.

Committees For The Year 2018-2019

SENIOR COLLEGE

Sr. No.	Name of the Committee	Members of the Committee
1)	Staff Common Room Secretary	Dr. Divya Nigam
2)	Time Table Committee and Students Feed Back	Prof. R. Mehra (Convenor) Dr. Vinay Pandit
3)	Attendance Committee	Prof. Mahalakshmi Kumar (Convenor) Dr. Vinay Pandit Dr. Divya Nigam
4)	Examination Committee	Prof. V.V. Bhide (Convenor) Prof. Nimesh Punjani Prof. Darshan Pagdhare (IT Co-ordinator)
5)	Unfair Means Inquiry Committee	Dr. S.V. Lasune (Convenor) Prof. Mahalakshmi Kumar Dr. Purnima Sharma
6)	Discipline Committee	Dr. Purnima sharma (Convenor) Prof. Kranti Ukey Prof. Darshan Pagdhare
7)	Students Council	Dr. Purnima Sharma / Prof. Rahul Shetty
	Gymkhana	Prof. Nimesh Punjani / Prof. K.K. Dorage
	N.S.S.	Prof. Kranti Ukey / Prof. Ashok Mahadik Prof. Siddiqui
	DLLE	Dr. Divya Nigam / Dr. Minum Saksena
	Nature Club	Prof. Kranti Ukey(Convenor)/Prof. Darshan Pagdhare
	Cultural Committee	Dr. Purnima Sharma / Prof. Rahul Shetty
8)	Academic & Co-curricular Activity, Organisation of Lala Lajpatrai Memorial Lecture, Guest Lectures	Dr. Mohana Bandkar (Convenor) Prof. Munmy C. Baruah
	Staff Academy - Convocation	
9)	College Magazine & Annual Report	Prof. Munmy Chhetry Baruah (Convenor) Dr. Divya Nigam
10)	Academic Calender	Prof. Vishakha Walia

Composition of Examination Committee

		<p>Ms. Meena Jangam-Administrative staff Ms. Poonam Parab-Administrative staff Dr. Rahul Shetty- Alumni Mr. Priyank savla- Alumni Ms. Divya Patel- Student Mr. Nilesh Mohile -Academician</p>
3	Women Development Cell	<p>Dr. Mahalaxmi kumar (convenor) Dr. Arun Poojari Dr. Ashok Mahadik Ms. Vishaka Walia Ms. Delaveen Mr. Ritesh shinde Ms.Poonam Parab Ms. Meena Jangam 2 students from Aided and SFC course</p>
4	Library committee	<p>Dr. Neelam Arora Dr. J.H.Kadli Dr. Mohana Bandkar Dr. Mahalaxmi Dr. Arun Poojari Dr.Minum Saksena</p>
	Advance learner committee	<p>Dr. Purnima Sharma- Convenor Dr. Vinay Pandit Mr. Darshan P Ms. Priti Parikh</p>
5	Staff and student s Grievance Redressal cell	<p>Ms. V.V. Bhide Dr.Purnima Sharma Dr.Arun Poojari Dr.J.H. Kadli Dr.Vaidehi Kamant Ms.Meena Jangam Ms. Poonam Parab</p>
6	Incubation centre	<p>Dr. Arun Poojari (convenor) Dr. Rajesh Mankani Ms. Miloni Mr. Himanshu</p>
7	Lala Students forum	<p>Dr. Rajesh Mankani Prof. Siddiqui Prof. Himanshu</p>
8	a. Exam Committee	<p>Ms. Famidha Shaikh Ms. Sunehara Ms. Loveena Ms. Delavin</p>

LALA LAJPAT RAI COLLEGE OF COM. & ECO., MUMBAI-400 034.

(SENIOR COLLEGE)

Committees For The Year 2019-2020

Sr. No.	Name of the Committee	Members of the Committee
1)	Staff Common Room Secretary	Dr. Divya Nigam
2)	Time Table Committee and Students Feed Back	Mr. Darshan Pagdhare (Convenor) Dr. Ashok Mahadik
3)	Attendance Committee and Student Progression	Dr. Mahalakshmi Kumar (Convenor) Dr. Vinay Pandit Ms. Vishakha Walia
4)	Examination Committee	Ms. V.V. Bhide (Convenor) Mr. Nimesh Punjani Mr. Darshan Pagdhare (IT Co-ordinator)
5)	Unfair Means Inquiry Committee	Dr. S.V. Lasune (Convenor) Dr. Purnima Sharma Dr. Mahalakshmi Kumar
6)	Advance Learners Committee	Dr. Purnima sharma (Convenor) Dr. Vinay Pandit Mr. Darshan Pagdhare Ms. Priti Parikh
7)	Students Council Gymkhana N.S.S. and Nature Club DLLE Cultural Committee	Dr. Purnima Sharma and Dr. Rahul Shetty Mr. Nimesh Punjani and Mr. K. K. Dorage Ms. Kranti Ukey, Dr. Ashok Mahadik and Mr. Siddiqui Dr. Minum Saksena and Ms. Vishakha Walia Dr. Purnima Sharma and Dr. Rahul Shetty
8)	Academic & Co-curricular Activity, Organisation of Lala Lajpatrai Memorial Lecture, Guest Lectures Staff Academy - Convocation	Dr. Mohana Bandkar (Convenor) Ms. Munmy C. Baruah Dr. Divya Nigam Mr. Chetan Maru
9)	College Magazine &	Ms. Munmy Chhetry Baruah (Convenor)

N. Gupta

Principal
Lala Lajpat Rai College
of Commerce & Economics
Lala Lajpat Rai Marg,
Mumbai - 400 034.



Composition of Examination Committee

10	Exam Committee	Ms. Famidha Shaikh Ms. Sunehara Ms. Loveena Mr. Himanshu Ms. Delavin
11	University exam (IT coordinator)	Ms. Loveena A Ms. Akshaya B
12	Unfair Means committee	Dr. Vaidehi Kamath Dr. Minum Saksena Prof. Akshaya
13	Attendance committee	All the coordinators
14	Time Table committee	Dr. Minum Saksena All coordinators Prof. Vaidehi K
15	DLLE	Dr. Minum Saksena
16	N.S. S	Prof. Siddique Shaikh
17	Anti-Ragging committee	Dr. Vinay Pandit (convenor) Dr. Ashok Mahadik Dr. Sangita Makkad 2 students from aided and SFC
18	Staff common room secretary	Prof. Minum Saksena
19	College Magazine and Annual Report and prospectus	All coordinators Delavin
20	Placement cell and summer internship	Dr. Asha Agarwal All the coordinators -SFC (2 BMS 5 from rest) total 7 stud Mr. Darshan P Dr. Divya Nigam
21	Alumni Association	Dr. Asha Agarwal All coordinators- SFC Dr. Rahul Shetty
22	Websites committee	Ms. V.S. Bhide -Convenor Dr. Arun Poojari Ms. Mona T.P Ms. Vishaka Ms. Alka Singh
23	Quality Circle / Think Tank	Ms. V. Bhide (convenor) Dr. Arun Poojari Dr. Kadli

Composition of Examination Committee

LALA LAJPAT RAI COLLEGE OF COM. & ECO., MUMBAI-400 034.

Committees For The Year 2020-2021

SENIOR COLLEGE

Sr. No.	Name of the Committee	Members of the Committee
1)	Staff Common Room Secretary	Dr. Divya Nigam
2)	Time Table Committee and Students Feed Back	Mr. Darshan Pagdhare (Convenor) Dr. Ashok Mahadik
3)	Attendance Committee and Student Progression	Dr. Mahalakshmi Kumar (Convenor) Dr. Vinay Pandit Ms. Vishakha Walia
4)	Examination Committee	Ms. V.V. Bhide (Convenor) Mr. Nimesh Punjani Mr. Darshan Pagdhare (IT Co-ordinator) Ms. Vishakha Walia (IT Co-ordinator)
5)	Unfair Means Inquiry Committee	Dr. S.V. Lasune (Convenor) Dr. Purnima Sharma Dr. Mahalakshmi Kumar
6)	Advance Learners Committee	Dr. Purnima sharma (Convenor) Dr. Vinay Pandit Mr. Darshan Pagdhare Ms. Priti Parikh
7)	Students Council Gymkhana N.S.S. and Nature Club DLLE Cultural Committee	Dr. Purnima Sharma and Dr. Rahul Shetty Mr. Nimesh Punjani and Mr. K. K. Dorage Ms. Kranti Ukey, Dr. Ashok Mahadik and Mr. Siddiqui Dr. Minum Saksena and Ms. Vishakha Walia Dr. Purnima Sharma and Dr. Rahul Shetty
8)	Academic & Co-curricular Activity, Organisation of Lala Lajpatrai Memorial Lecture, Guest Lectures Staff Academy - Convocation	Dr. Mohana Bandkar (Convenor) Ms. Munmy C. Baruah Dr. Divya Nigam Mr. Chetan Maru
9)	College Magazine &	Ms. Munmy Chhetry Baruah (Convenor)

Composition of Examination Committee

		Ms. Divya Patel- Student Mr. Nilesh Mohile -Academician
4	Women Development Cell	Dr. Mahalaxmi kumar (convenor) Dr. Arun Poojari Dr. Ashok Mahadik Ms. Vishaka Walia Ms. Miloni S Mr. Ritesh shinde Ms. Poonam Parab Ms. Meena Jangam 2 students from Aided and SFC courses
5	Library committee	Dr. Neelam Arora Dr. J.H.Kadli Dr. Mohana Bandkar Dr. Mahalaxmi Dr. Arun Poojari Dr.Minum Saksena
6	Staff and student s Grievance Redressal cell	Ms. V.V. Bhide Dr.Purnima Sharma Dr.Arun Poojari Dr.J.H. Kadli Dr.Vaidehi Kamant Ms.Meena Jangam Ms. Poonam Parab
7	Incubation centre	Dr. Arun Poojari (convenor) Dr. Rajesh Mankani Ms. Miloni
8	AQAR	Dr. Mohana B Dr. Rajesh Mankani Dr. Sangeeta M Ms. Kranti Ukey
9	Exam Committee	Ms. Famidha Shaikh Ms. Sunehara Ms. Delavin Ms Miloni
10	Attendance committee	All the coordinators
11	Time Table committee	All coordinators Dr. Minum Saksena
12	DLLE	Dr. Minum Saksena
13	N.S. S	Prof. Siddique Shaikh
14	Staff common room secretary	Prof. Minum Saksena

LALA LAJPAT RAI COLLEGE OF COM. & ECO., MUMBAI-400 034.
Committees For The Year 2021-2022

SENIOR COLLEGE

Sr. No.	Name of the Committee	Members of the Committee
1)	Staff Common Room Secretary Scope: To Conduct Staff Meetings and maintain minutes of the same. To Conduct relevant Programs relating to staff concern.	Dr. Divya Nigam
2)	Time Table and Students Feed Back Committee Scope: To Prepare Time Table for the academic year. To prepare workload for the staff so as to submit it to JD office. To take feedback from all stake holders in the academic year. To Upload the report on college Website.	Mr. Darshan Pagdhare (Convenor) Dr. Ashok Mahadik
3)	Attendance and Student Progression Committee Scope: To prepare Attendance report with the help of office staff. To organise the parent's teachers meeting. To device and identify the student's progression for the academic year. To organise Program relating to Students further education.	Prof. Darshan Pagdhare (Convenor) Ms. Vishakha Walia Ms. Jyoti Singh
4)	Examination Committee Scope: To conduct the examinations for all Classes and declare the result. To prepare the examination merit report. To Upload relevant information relating to examination on college Website.	Ms. V.V. Bhide (Convenor) Mr. Nimesh Punjani Mr. Darshan Pagdhare (IT Co-ordinator) Ms. Vishakha Walia (IT Co-ordinator)
5)	Unfair Means Inquiry Committee Scope: To conduct the meeting for students who are found suspect using unfair means.	Dr. S.V. Lasune (Convenor) Dr. Purnima Sharma

Nandu

Principal
Lala Lajpat Rai College
of Commerce & Economics
Lala Lajpat Rai Marg,
Mumbai - 400 034.



Mentors and Mentee academic and stress related Mcom	Dr. S.V. Lasune
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SELF-FINANCED COURSES

No	Name of the committee / Portfolio	Prof. In charge
1	Staff Common room secretary	Prof. Miloni S
2	Academic Calendar	Dr. Arun Poojari
3	IQAC Committee	Dr. Arun Dr. Minum
4	Women Development Cell	Prof. Delaveen T
5	Staff and student s Grievance Redressal cell	Prof. Siddique S
6	Incubation centre (CIED)	Dr. Arun P Prof. Miloni S Prof. Delaveen T
7	Staff academy committee (Knowledge transfer)	Dr. Minum S
8	AQAR	Dr. Rajesh M
9	Exam Committee	Prof. Famida S Prof. Miloni S Prof. Delaveen T Prof. Sunehara L
10	Unfair means committee	Dr. Vaidhei Dr. Nidhi
10	Time Table committee	Dr. Vaidhehi K
11	DLLE	Dr. Minum S
12	N.S. S	Prof. Siddique S
13	College Magazine and Annual Report and prospectus	Prof. Mona T P
14	Placement cell and summer internship	Prof. Nidhi S
15	Alumni Association	Coordinators
16	Websites committee	Prof. Mona T.P
17	Punjabi Association	Prof. Sangeeta M
18	Marathi Vangmay Mandal	Dr. Vaidehi K




Principal
 Lala Lajpat Rai College
 of Commerce & Economics
 Lala Lajpat Rai Marg,
 Mumbai - 400 034.



LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

Accredited 'A' Grade by NAAC

Lala Lajpatrai Marg, Mahalaxmi, Mumbai - 400 034. Tel.: 2354 8240 / 2354 8241 Fax : 2353 2896
E-mail : llcolcom@mtnl.net.in | principal.llc@gmail.com | Website : www.lalacollege.edu.in

Ref No. 11-9/

Date : 18/07/2019

NOTICE

SENIOR COLLEGE

All staff member are hereby informed to submit the Question Paper.

- III. F.Y.BCOM semester I Regular Examination – 03 set of 100 Marks, 3 hour duration on or before 20/08/2019, to Prof. Nimesh Punjani.
- IV. S.Y.BCOM. Semester III Regular Examination – 03 set of 100 Marks, 3 hour duration on or before 09/09/2019, to Prof. Nimesh Punjani.


PRINCIPAL

Sampled Notice for Setting Question Papers

LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

Accredited 'A' Grade by NAAC

Lala Lajpatrai Marg, Mahalaxmi, Mumbai – 400034. Tel. No. 23548240/ 23548241 Fax: 23532896

E-mail: lcolcom@mtnl.in | principal.llc@gmail.com | website: www.lalacollege.edu.in



Ref No. BCOM-13/

Date: 01/02/2022

NOTICE

SENIOR COLLEGE

All the subject teachers of F.Y.B.COM & S.Y.B.COM classes are requested to mail the 50 marks MCQ question paper (01 Sets) containing 50 questions in excel format for the A.T.K.T. Examination on the following email id tymcqexam@gmail.com as per the following details.

CLASS	SEMESTER	EXAM	DATE(ON OR BEFORE)
F.Y.B.COM	I	A.T.K.T	08.02.2022
F.Y.B.COM	II	A.T.K.T	08.02.2022
S.Y.B.COM	III	A.T.K.T	08.02.2022
S.Y.B.COM	IV	A.T.K.T	08.02.2022

PRINCIPAL

LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

37



Accredited 'A' Grade by NAAC

Lala Lajpatrai Marg, Mahalaxmi, Mumbai – 400034. Tel. No. 23548240/ 23548241 Fax: 23532896

E-mail: lcolcom@mtnl.in | principal.llc@gmail.com | website: www.lalacollege.edu.in

Ref No. 11:26/

Date: 28/08/2021

NOTICE SENIOR COLLEGE

All the subject teachers of F.Y.B.COM, S.Y.B.COM & T.Y.B.COM classes are requested to mail the 50 marks MCQ question paper (02 Sets) containing 50 questions in excel format for the REGULAR & A.T.K.T. Examination on the following email id tymcgexam@gmail.com as per the following details.

CLASS	SEMESTER	EXAM	DATE(ON OR BEFORE)
F.Y.B.COM	I	A.T.K.T	15.09.2021
F.Y.B.COM	II	A.T.K.T	15.09.2021
S.Y.B.COM	III	REG +A.T.K.T	20.09.2021
S.Y.B.COM	IV	A.T.K.T	15.09.2021
T.Y.B.COM	V	REG +A.T.K.T	20.09.2021
T.Y.B.COM	VI	A.T.KT	18.09.2021

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LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

Accredited 'A' Grade by NAAC

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Date: 12/03/2022

NOTICE
SELF – FINANCED COURSES
BMS/BBI/BAF/BAMMC/BSc.IT/BFMG

All the Co-ordinators are hereby informed that **SEM – IV REGULAR /ATKT EXAMINATION** will commence from **4th APRIL 2022**.

They are therefore requested to email **Three Sets of Error Free Question papers** in Excel sheet format latest by **30th March, 2022** on sfcexam@lalacollege.edu.in.

Exam Incharge
Prof. Sheikh Famida

Vice - Principal
Dr. Arun Poojari

Principal
Dr. Neelam Arora

LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

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E-mail: lcolcom@mtnl.in | principal.llc@gmail.com | website: www.lalacollege.edu.in



Ref No. BCOM-24/

Date: 02/02/2022

NOTICE SENIOR COLLEGE

All the students are hereby informed that the ATKT examination of F.Y.B.COM & S.Y.B.COM classes will begin as per the following details.

CLASS	SEMESTER	EXAM	Tentative Dates
F.Y.B.COM	I	A.T.K.T	14.02.2022
F.Y.B.COM	II	A.T.K.T	14.02.2022
S.Y.B.COM	III	A.T.K.T	14.02.2022
S.Y.B.COM	IV	A.T.K.T	14.02.2022

The link for form filling will be active till 5pm on February 11, 2022.

ATKT EXAM FORM LINK: <http://125.99.106.142/examform.aspx>

Students who do not fill the examination form will not be allowed to appear for the exams.

PRINCIPAL



(Pages 24)
LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS
 Accredited 'A' Grade by NAAC
 Mumbai - 400 034.

Examination : SEMESTER III Date : 31/10/2022
 Class : SYB COM Subject : Commerce III

LALA LAJPATRAI
 03 OCT 2022
 SENIOR COLLEGE



FOR OFFICE USE ONLY
 Code No. :

Main Answer Book	No. of Supplements	Total Answer Book
1	0	1

Question Nos.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	Total	Sign. of the Examiner
Marks Obtained	15	15	07	11	10										58	V.T
Marks after Verification																

INSTRUCTIONS :

Please read the INSTRUCTIONS carefully before writing the answer - Book.

- Candidates must have their Identity card/Hall Ticket while appearing at the examination.
- Candidates, who are not in their seats by the notified time will not as a rule be permitted to appear for the examination. The Senior Supervisor may however, at his/her discretion admit those, who give him/her satisfactory reason for the same.
- Before entering your Roll/Seat number and other particulars on the cover page make sure that the answerbook does bear the signature of the Junior Supervisor, draw his/her attention to that fact. Also please ensure that the stamp of the college with date is affixed on every answer-book. Answer-Book which do not bear the signature of the Invigilator with date, the subject of the question-paper.
- Enter on the cover page of each of the answer-book your Examination Roll/Seat Number, the name of the Examination, the date the subject of the question-paper.
- Check whether the relevant answer-book supplied to you contains the pages as mentioned above.
- Begin your answer to each question on a new page. For each answer, write the corresponding question number in the margin.
- Candidates will not be permitted to leave the examination hall until Half an hour after the question papers are distributed.
- Every Candidate present must sign against his/her Roll/Seat number on the attendance sheet provided by the Invigilator.
- Do not write your name in any part of the answer-book.



(Pages 24)
LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS
 Accredited 'A' Grade by NAAC
 Mumbai - 400 034.

Examination : SEMESTER III Date : 31/10/2022
 Class : SYB COM Subject : Commerce III

LALA LAJPATRAI
 03 OCT 2022
 SENIOR COLLEGE



FOR OFFICE USE ONLY
 Code No. :

Main Answer Book	No. of Supplements	Total Answer Book
1	0	1

Question Nos.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	Total	Sign. of the Examiner
Marks Obtained	15	15	07	11	10										58	V.T
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INSTRUCTIONS :

Please read the INSTRUCTIONS carefully before writing the answer - Book.

- Candidates must have their Identity card/Hall Ticket while appearing at the examination.
- Candidates, who are not in their seats by the notified time will not as a rule be permitted to appear for the examination. The Senior Supervisor may however, at his/her discretion admit those, who give him/her satisfactory reason for the same.
- Before entering your Roll/Seat number and other particulars on the cover page make sure that the answerbook does bear the signature of the Junior Supervisor, draw his/her attention to that fact. Also please ensure that the stamp of the college with date is affixed on every answer-book. Answer-Book which do not bear the signature of the Invigilator with date, the subject of the question-paper.
- Enter on the cover page of each of the answer-book your Examination Roll/Seat Number, the name of the Examination, the date the subject of the question-paper.
- Check whether the relevant answer-book supplied to you contains the pages as mentioned above.
- Begin your answer to each question on a new page. For each answer, write the corresponding question number in the margin.
- Candidates will not be permitted to leave the examination hall until Half an hour after the question papers are distributed.
- Every Candidate present must sign against his/her Roll/Seat number on the attendance sheet provided by the invigilator.
- Do not write your name in any part of the answer-book.



LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

Lala Lajpatrai Marg, Mahalaxmi, Mumbai – 400034. Tel. No. 23548240/ 23548241 Fax: 23532896

E-mail: lcolcom@mtnl.in | principal.llc@gmail.com | website: www.lalacollege.edu.in

Ref. No :BCOM: 24/

Date : 14/11/2022

NOTICE

Sr. College

Second Half of exam commencing 14/11/2022 all may note that as per University circular (Copy Attached). All are supposed to assess 1.5 times the number of students. All are directed to ensure that they assess the quota allotted to them and complete the assessment of T.Y.BCOM classes well in time to enable the university to declare the result on time.


PRINCIPAL



LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

Accredited 'A' Grade by NAAC

Lala Lajpatrai Marg, Mahalaxmi, Mumbai - 400 034. Tel.: 2354 8240 / 2354 8241 Fax : 2353 2896
E-mail : llcolcom@mtnl.net.in | principal.llc@gmail.com | Website : www.lalacollege.edu.in

Ref. No :BCOM-43/

Date : 15/11/2018

NOTICE

Sr. College

Second Half of exam commencing 15/11/202018 all may note that as per University circular (Copy Attached). All are supposed to assess 1.5 times the number of students. All are directed to ensure that they assess the quota allotted to them and complete the assessment of T.Y.BCOM classes well in time to enable the university to declare the result on time.

Nour



LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

Accredited 'A' Grade by NAAC

Lala Lajpatrai Marg, Mahalaxmi, Mumbai - 400 034. Tel.: 2354 8240 / 2354 8241 Fax : 2353 2896
E-mail : llcolcom@mtnl.net.in | principal.llc@gmail.com | Website : www.lalacollege.edu.in

Ref. No :11:8/

Date : 02/04/2019

NOTICE

Sr. College

First half of exam commencing 03/04/2019 all may note that as per University circular (Copy Attached). All are supposed to assess 1.5 times the number of students. All are directed to ensure that they assess the quota allotted to them and complete the assessment of T.Y.BCOM classes well in time to enable the university to declare the result on time.

PRINCIPAL



LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

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E-mail : llcolcom@mtnl.net.in | principal.llc@gmail.com | Website : www.lalacollege.edu.in

Ref No :BCOM-43/

Date : 01/10/2019

NOTICE

Sr. College

Second Half of exam commencing 01/10/2019 all may note that as per University circular (Copy Attached). All are supposed to assess 1.5 times the number of students. All are directed to ensure that they assess the quota allotted to them and complete the assessment of T.Y.BCOM classes well in time to enable the university to declare the result on time.


PRINCIPAL



LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

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E-mail : llcolcom@mtnl.net.in | principal.llc@gmail.com | Website : www.lalacollege.edu.in

Ref. No :BCOM-43/

Date : 14/11/2017

NOTICE

Sr. College

Second Half of exam commencing 16/11/2017 all may note that as per University circular (Copy Attached). All are supposed to assess 1.5 times the number of students. All are directed to ensure that they assess the quota allotted to them and complete the assessment of T.Y.BCOM classes well in time to enable the university to declare the result on time.

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LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

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E-mail : llcolcom@mtnl.net.in | principal.llc@gmail.com | Website : www.lalacollege.edu.in

RefNo :11:8/

Date : 04/04/2018

NOTICE

Sr. College


First half of exam commencing 06/04/2018 all may note that as per University circular (Copy Attached). All are supposed to assess 1.5 times the number of students. All are directed to ensure that they assess the quota allotted to them and complete the assessment of T.Y.BCOM classes well in time to enable the university to declare the result on time.


PRINCIPAL

Interface for Online Assessment of Third Year & PG Answer Sheets

UOM TracMARKS V5.0 :- MAC Address :- 00E04C069396

Tracmarks



Version 5.0

Evaluator Login | **Admin Login**

Login

Phone number

OTP

Generate OTP

[Script Availability](#)

Windows taskbar: ENG IN 11:54 09-01-2023

Interface for Online Assessment of Third Year & PG Answer Sheets

UOM TracMARKS V5.0 - MAC Address :- 00E04C089396

Tracmarks Hello, MARU CHETAN H

Evaluator Dashboard

FH2022 SH2022

Search by subject code or name

23101-10377		23101-10377_Financial Accounting and Auditing VII-Financial Accounting	
No	0 mins	SOE: No	Structured: No
Grace period: 0 mins		QP available: Yes	
Target: No			
L1 (L1)	Script(s) available : 2227	Start date: 26/09/2022	End date: 31/12/2024
		Start Evaluation	
L2 (L2)	Script(s) available : 0	Start date: 26/09/2022	End date: 31/12/2024
		Start Evaluation	

70306-16616 70306-16616_Environmental and Sustainable Tourism (Rev)

Rubrics/Levels not configured. Script(s) will be available soon.

70406-84088		70406-84088_Environmental and Sustainable Tourism	
No	0 mins	SOE: No	Structured: No
Grace period: 0 mins		QP available: Yes	
Target: No			
L1 (L1)	Script(s) available : 474	Start date: 26/09/2022	End date: 31/12/2024
		Start Evaluation	

Announcements

Important Announcement

- Write to us**
Please write to us if you need help
- Frequently Asked Questions**
Quick guide to answer your questions
- How to Evaluate**
Watch a 5 min video to get started
- Help Desk**
Call us for assistance

12:11
09-01-2023

Interface for Digital Examination Paper Downloading System



University of Mumbai

Sign In

Username *

Password *

[Forgot Password](#)



Interface for Digital Examination Paper Downloading System



University of Mumbai

Passcode (OTP)

Passcode *

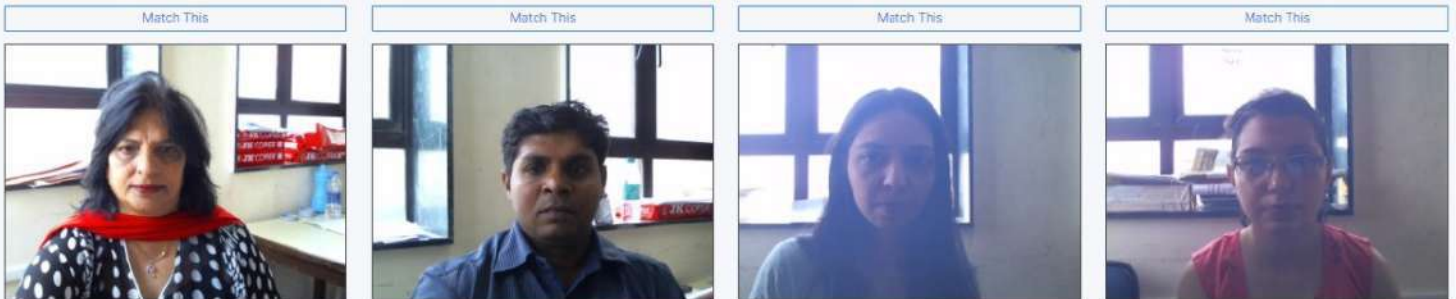
Verify

Interface for Digital Examination Paper Downloading System



University of Mumbai

Please click on one of the the "Match This" button below to match with your face.



Interface for Digital Examination Paper Downloading System

The screenshot displays the user interface of the MU Digital Examination Paper Downloading System. On the left, a dark sidebar contains the MU logo and a list of navigation options: Dashboard, Active Exams, Profile, Face Capture, Fingerprint Capture, and Program Selection. The main content area shows a notification titled "Notices" with the following text: "# 1 University of Mumbai (DEPDS): Exam Date - 10/01/2023 (Morning Session) Question Paper link for IDOL will be active from 09.00 AM to 11.00 AM and Others will be active on 09.30 AM to 10.30 AM. Login to MUAPPS software > Exam > Active Exam to download papers, if any Queries please contact on 02226532034." The notification is dated "2023-01-10 06:49:09 (royadmin)". The top right corner of the interface shows the user's name "Darshan Pagdhare". The Windows taskbar at the bottom includes the search bar, taskbar icons for various applications, and system tray information such as temperature (29°C), weather (Smoke), and date/time (10:49, 10-01-2023).

MU

Dashboard

Active Exams

Profile

Face Capture

Fingerprint Capture

Program Selection

Dashboard / View

Notices

1

University of Mumbai (DEPDS): Exam Date - 10/01/2023 (Morning Session)

Question Paper link for IDOL will be active from 09.00 AM to 11.00 AM and Others will be active on 09.30 AM to 10.30 AM.

Login to MUAPPS software > Exam > Active Exam to download papers, if any Queries please contact on 02226532034.

2023-01-10 06:49:09 (royadmin)

Darshan Pagdhare

Type here to search

29°C Smoke

10:49
10-01-2023

University of Mumbai



Phone No.- 022-26543035/2653 0283
E-mail ID - cap.exam.2012@gmail.com

Dy. Registrar, CAP Cell,
Mahatma Jyotirao Phule Bhavan,
Vidyanagari, Santacruz (East),
Mumbai - 400 098

Exam / CAP / 604/2015

09th April , 2015

Annexure "B"

CIRCULAR

The Principals of affiliated Colleges conducting Under Graduate and Post-Graduate courses under the Faculty of Arts, Science, Commerce, Law, Education, Fine Arts, Engineering & Technology and also for other courses of which examinations are conducted by the University are hereby informed that in pursuance of the resolution passed by the Board of Examinations at its meeting the following interim decision has been taken for payment of remuneration of examination held in the Second Half of the Year 2014 and thereafter.

The remuneration rates for assessment and moderation work are as follows :-

Particulars	For 100 marks (3 hours paper)	For 75/80 marks (3 hours paper)	For 75/80 marks (for 2 to 2½ hour paper)	For 40/50/60 marks (for 2 hours paper)
For Under Graduate Courses (For University Examinations)				
Assessment	Rs.12/- per answer book	Rs.12/- per answer book	Rs.9/- per answer book	Rs.8/- per answer book
Moderation	Rs.14/- per answer book	Rs.14/- per answer book	Rs.11/- per answer book	Rs.10/- per answer book
For Post Graduate Courses (For University Examinations)				
Assessment	Rs.16/- per answer book	Rs.16/- per answer book	Rs.13/- per answer book	Rs.10/- per answer book
Moderation	Rs.18/- per answer book	Rs.18/- per answer book	Rs.15/- per answer book	Rs.12/- per answer book
Minimum A/B's to be assessed for full CAP allowance (For UG & PG)	Minimum 25 answer books	Minimum 25 answer books	Minimum 30 answer books	Minimum 40 answer books
Note : 1) Any paper having duration of 3 hours, it shall be paid as per 3 hour papers remuneration. 2) Any Paper having 40 marks & duration 2 hours shall be paid as per 2 hours duration paper. 3) Paper's having duration of less than 2 hours, the remuneration shall be paid proportionately. 4) if a person works for more than 2 days the average can be taken for the purpose of calculating the CAP allowance.				

They are also requested to communicate the same to all concerned, who have appointed as Examiners / Moderators. The teachers who are appointed as Examiners / Moderators for the above mentioned University examinations shall not be relieved till the end of assessment / moderations. The teachers who are working in the CAP on the last day of term also should get duty leave for the same.

Please bring the contents of this circular to the notice of all teachers and also display it on the notice boards for information.


CONTROLLER OF EXAMINATIONS

To,

All the Principals of affiliated colleges and Director of various Institutions conducting the Under Graduate and Post Graduate Courses, and the Professor-cum-Director, IDOL, CAP Directors of Cluster CAP Centres.

Asst. Registrar – Finance&Accounts. - For information & necessary action pls.

University of Mumbai

Examinations Section, Mahatma Jotirao Phule Bhavan, Vidyanagari, Kalina,
Santacruz (East), MUMBAI - 400 098



No. Exam /Photo & Rev./College/VCD/ 4636 of 2010

Rules and Procedure for providing the Photo/Xerox copies of assessed answer-book/s to the examinee and Process of Revaluation of the Answer-book/s of the examinee who apply for the revaluation
(Examinations Conducted by Colleges / Institutions / Department on behalf of the University)

WHEREAS, Dr. Vijay V. Khole, the then Hon'ble Vice-Chancellor, University of Mumbai exercised powers conferred upon him under sub section (8) of section (14) of the Maharashtra Universities Act, 1994, and issued the directions No. Exam./ VCD/ College (Rev./Ver.) 1603 / 2005 dated 29th September 2005 in the circumstances more specifically mentioned therein,

AND

WHEREAS, considering the delay being caused due to the modalities and procedure of photocopy / revaluation in the affiliated colleges, it was decided to modify the procedure of issuing xerox copy and revaluating the answer books.

AND

WHEREAS the Board of Examinations at its meeting held on 7th April, 2007 vide item No. 6, appointed a committee to review the existing revaluation process and to suggest modifications for making the process more effective and faster,

AND

WHEREAS, the said committee suggested the modifications and recommendations in that behalf and prepared a revised draft of the Vice-Chancellor's Directions to that effect

AND

Nayab

Principal
Lala Lajpat Rai College
of Commerce & Economics
Lala Lajpat Rai Marg,
Mumbai - 400 034.

VBS_COE

College/VCD/4636 of 2010



University of Mumbai

Examinations Section, Mahatma Jotirao Phule Bhavan, Vidyanagari, Kalina,
Santacruz (East), MUMBAI - 400 098



WHEREAS considering the importance and urgency of the matter and considering the observation passed by the Hon'ble High Court in (PIL) Writ Petition bearing No. 52 Of 2009 dated 31st August 2009, regarding completion of the process of revaluation expeditiously,

AND

WHEREAS, the said draft is finally approved by the Board of Examinations at its meeting held on 22nd October 2009 vide item No.04,

AND

WHEREAS, making of the new Rules and Regulation in this respect by the Management Council will take some time,

Now, therefore, I, Dr. Chandra Krishnamurthy holding the charge of the Vice-Chancellor, University of Mumbai in exercise of powers conferred upon me under sub-section (8) of section (14) of the Maharashtra Universities Act, 1994, hereby issue the **Directions in supersession of the earlier Directions** No. Exam./VCD/College / (Rev./Ver.)/1603 of 2005 dated. 29th September 2005 as under:-

1. These directions may be called "Rules and procedure for Supply of Photo/Xerox copy of answer book/s to the examinee and for revaluation of the answer books of the examinee."
2. These directions shall come into force from the examinations to be held from the First Half of the Year 2010.
3. In this directions unless the context otherwise requires :
 - (a) "Act" means Maharashtra Universities Act, 1994.
 - (b) "Directions" means a direction issued in accordance with the provisions of sub-section (8) of section 14 of the Act.
 - (c) "College" means a college conducted by the University or affiliated to the University, situated in the University area, including autonomous college, academic institution/department of higher learning not being a college,

VBS_COE

2/14
Nalco

Principal
Lala Lajpat Rai College
of Commerce & Economics
Lala Lajpat Rai Marg,
Mumbai - 400 034.



University of Mumbai

Examinations Section, Mahatma Jotirao Phule Bhavan, Vidyanagari, Kalina,
Santacruz (East), MUMBAI - 400 098



associated with and admitted to the privileges of the University including autonomous institution, University Institution and recognized institution, University department of higher learning, research or specialized studies, Institutes of Distance & Open Learning, recognized to be so by the University and imparting undergraduate/post-graduate instructions or guidance for research.

- (d) "Principal" means a head of the college {as defined in rule 3(c)}.
- (e) "Examinee" means the examinee, who has registered himself for the said course and appeared for the examination conducted by the college / institution on behalf of the University during the current session.
- (f) "Answer book/s" means the answer book/s used by the examinee/s for answering the questions of theory paper of the examination.
- (g) The "32 (5) (a) Committee" means a committee constituted by the Board of Examinations in accordance with the provisions of Clause (a) of sub-section (6) of Section 32 of Maharashtra Universities Act, 1994, in order to appoint paper-setters, examiners and moderators.
- (h) The "32 (6) (a) Committee" means a committee constituted by the Board of Examinations in accordance with the provisions of Clause (a) of sub-section (6) of Section 32 of Maharashtra Universities Act, 1994, in order to investigate and recommend disciplinary action for malpractices and lapses against the person or persons involved in the malpractices directly or indirectly.
4. **Applying for Photo/Xerox copy of answer book and applying for Revaluation will be two independent processes.**
5. Applying for the Photo/Xerox copy of the answer book or having Photo/Xerox copy of the answer book shall not be a pre-requisite for applying for revaluation of the answer book in the said subject.
6. The student can independently apply for revaluation OR Photo/Xerox copy OR both simultaneously.



Nayab
Principal
Lala Lajpat Rai College
of Commerce & Economics
Lala Lajpat Rai Marg,
Mumbai - 400 034.



PART - I

Rules and Procedure for providing the Photo/Xerox copy/ies of assessed answer-book/s

7. The facility of obtaining Photo/Xerox copy/ies of assessed and/or moderated answer book/s by the examinee is extended with a view to bring transparency in the examinations system and ensure its credibility.
8. This facility, thus provided, shall be **for theory papers only** of all the examinations conducted by the college / institution on behalf of the University in the current session.
9. Under these rules applying for the Photo/Xerox copy/ies of answer-books shall not be permitted in respect of the scripts of practical examination / term-work / sessional work / project work / dissertation / internal assessment / term work (including theory part) and in Viva voce /oral / practical examinations. However **within seven (7) working days from the date of declaration of the results or on issue of the statement of marks** by the college the candidate shall be allowed to apply in the prescribed format for the head wise internal split of his marks obtained at such examinations along with payment of non-refundable fee of Rs. 100/- by cash or D.D. drawn in favour of the Principal of the respective college from where the candidate has registered for the said course; and the provisions of Rule 10 to Rule 24 shall be applicable mutatis mutandis to the extent they shall be applicable for supply of the head wise internal split of the marks, **except that of applying for revaluation.**
10. The Photo/Xerox copy/ies shall be sought by submission of application in the prescribed form along with the non-refundable fee of Rs.100/- per answer book by the examinee. The said fee shall be remitted by cash or by D.D. drawn in favour of the Principal of respective college to which the candidate has registered for the said course. The examinee/s belonging to reserved categories shall be granted 50% concession in fee.
11. The prescribed application form for obtaining Photo/Xerox copy/ies of answer book shall have to be filled and signed by the applicant examinee only and shall be




Principal
Lala Lajpat Rai College
of Commerce & Economics
Lala Lajpat Rai Marg,
Mumbai - 400 034.

University of Mumbai

Examinations Section, Mahatma Jotirao Phule Bhavan, Vidyanagari, Kalina,
Santacruz (East), MUMBAI - 400 098



submitted to the respective college / institution to which the candidate has registered for the said course **within seven (7) working days** from the date of the declaration of result of the examination or issue of the statement of marks by the college / institution, whichever is later.

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

Note: a) It will be the responsibility of the Principal of the college to distribute the statement of marks immediately after the declaration of results.
b) It will also be the responsibility of the student to collect the statement of Marks from the college and apply for photo/Xerox copy/ies or / and revaluation within stipulated time.
c) No application after the due date will be entertained on any ground whatsoever.

13. The Principal will publish the last date of submission of application for photocopy of each examination on the notice board.

14. The College/Institution/Department shall endeavour to supply Photo/Xerox copy/ies of answer books as far as possible **within fifteen (15) working days** from the date of receipt of application for photo/Xerox copy/ies of the answer book/s.

15. The Principal shall publish the list of students on the college Notice Board, whose Photo / Xerox copy/ies are ready for delivery in the college.

16. The Photo/Xerox copy/ies shall be handed over to the applicant examinee in person only and under no circumstances to any other person.

17. While obtaining the Photo/Xerox copy/ies from such respective college the applicant examinee shall have to produce the original receipt of submission of application form and to establish his/her identity, to the Principal or the Officer of the college authorized by him.

18. On receipt of Photo/Xerox copy/ies the applicant examinee shall be the sole custodian of it and under any circumstances the examinee shall not part with the

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custody/possession of the same and also shall not use the same for any other purpose/s.

19. The Photo/Xerox copy/ies so obtained by the examinee shall be for his/her exclusive and relevant use. Neither the said examinee nor any other person can use the said copy to dispute or challenge the quality of assessment or quantum of marks assigned to the answers therein.
20. If the examinee is found guilty of indulging in any unfair act/attempt he/she shall be liable to be tried before the Unfair Means Inquiry Committee of the college and the decision taken by the authorities based on the recommendation of the said committee shall be final.
21. If his/her indulgence/commission in unfair act/attempt is proved, the examinee shall be liable for the punishment ranging from: (i) cancellation of his/her marks in the said subject, either originally granted or granted on revaluation as the case may be, (ii) annulment of examination/s for a stipulated period of maximum up to 5 examinations, (iii) cancellation of his/her result of the examination etc.
22. On receipt of the photocopy if the discrepancy of following nature is noticed by the examinee, he should apply to the Principal in the prescribed form along with the said photocopy and copy of the question paper **within three (03) working days** from the date of publication of the notice by the Principal of the respective college as per the provisions hereinabove.
- i) Mistake in totalling
 - ii) Non assessment of a question / sub-question if required
- After due verification, the Principal of respective college shall make necessary rectification in the marks allotted to the said subject and consequently in the result of the candidate without charging any further fee for necessary rectification.
23. On rectification of the result as per the provisions above, the candidate can apply for revaluation **within seven (7) working days** from the date of receipt of the rectified result, if he/she was not eligible to apply for revaluation of the said answer book under Rule 29 herein below mentioned and only by such rectification becomes

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eligible for revaluation in the said subject, subject to other limitations contained herein.

24. In case of non-assessment of question / sub-question the original assessor or if the answer- book is moderated the moderator will be called for rectification. It will be binding on the concern examiner / moderator to attend the call of the Principal of the respective college and it will also be the responsibility of the Principal of another college to relieve the concern examiner / moderator to attend the respective College examination cell **on the given date or within four (4) working days** if no specific date is communicated. The concern examiner / moderator will be entitled for only travelling allowances.

Not attending the call of the respective college within stipulated period will be treated as misconduct and **penalty of Rs. 100/- per day will be imposed on all concerned** and the same shall be recovered from the pay by the Principal of the college or any other authority responsible to draw the salary on receipt of the intimation from the Principal of the respective college. On deducting the penalty amount, the Principal of the college shall remit the same to the Principal of the college where the concerned examiner was called and the same shall be credited to the Students' Welfare Account or the Library Account of the college to which the amount of fine is remitted.

25. The examinee is free to apply for Photo/Xerox copy/ies of answer books of as many subjects as he / she so desires.

PART- II

Rules and Procedure for the Revaluation of the answer-book/s

26. If the examinee is not satisfied with the marks awarded, he/she may independently apply for revaluation to the college in the prescribed form within the period and in the manner prescribed hereinafter, whether or not he/she has applied for Photo/Xerox copy/ies of the same to the college.

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27. This revaluation facility shall be **for theory papers only** of all the examinations conducted by the college on behalf of the University for the respective current session.
28. The revaluation of answer books shall not be permitted in respect of the marks awarded to the scripts of practical examination / term work / sessional work / project Work / dissertation / internal assessment / term work (including theory part) and in viva voce / oral / practical examinations in the college.
29. A candidate can apply for the revaluation of the answer book of the subject only if he/she has secured at least 20% of the total marks in that subject or 40% of the marks required for passing in the said subject, whichever is less or the grade equivalent to the above criteria where grades are assigned to the theory papers.
30. The prescribed application form for revaluation of answer book can be obtained from the office of the respective college to which the candidate has registered for the said course in the current session.
31. The non refundable prescribed fees of Rs. 500/- per subject per answer book for the purpose of revaluation shall be paid by the examinee. The said fee shall be remitted by cash or by D.D. drawn in favour of the Principal of respective college to which the candidate has registered for the said course in the current session. The examinees from the reserved categories shall be given fifty per cent (50%) concession, provided a certified copy of the caste certificate is enclosed.
32. The prescribed application form for revaluation of answer book duly filled in and signed by the applicant examinee only is to be submitted to the concerned college office along with the statement of marks, prescribed fees as above and question paper/s for which he/she intends to apply for revaluation, **within seven (07) working days** from the date of the declaration of the result of the respective examination or from the date on which the college issued the statement of marks, whichever is later. Incomplete form and form not accompanied by relevant documents may be rejected without assigning any reason whatsoever.

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33. On receipt of the applications for revaluation to the colleges, the subject wise consolidated information and list of the examiners for the process of revaluation shall be prepared by the examination committee. The examiners shall be appointed by the Principal from the approved examiners panel for the process of revaluation.
34. The processing and co-ordination of the revaluation cases will be done by the examination cell of the concern college.
35. Effect shall be given to the change in original marks on revaluation, as under:

(i) The marks obtained after revaluation shall be accepted by the Principal of the respective college, if the marks assigned to a paper as a result of revaluation, increase or decrease in revaluation by ten percent (10 %) or more than the marks originally obtained by the candidate in the paper without any grace, and in such cases the marks originally obtained by the candidate in the paper shall be treated as null and void and the marks obtained by the candidate after revaluation shall be accepted as the marks obtained in that paper. For the purpose of computing the ten percent (10%) difference in marks, fractions shall be ignored.

Notwithstanding what is stated above, the marks obtained after revaluation shall be accepted by the Principal of the respective College, if the candidate gets benefit of passing the subject/examination or change of class or grade in that paper or in the overall result at the said examination with or without grace marks under the provisions of relevant Ordinances or as resolved by the examiners in the said subject.

(ii) Notwithstanding what is contained in clause 38 (i) where the difference between the marks originally obtained by the candidate in the paper with corrections, if any, made during the process of revaluation without any grace marks and the marks obtained after revaluation will be accepted up to twenty five percent (25%) of the maximum marks assigned to that paper (Ignoring the fractions, if any). If the difference between the marks originally obtained by the candidate in the paper, if any, made during the process of revaluation without any grace marks, and marks obtained after revaluation increase or decrease by twenty five percent (25%) ignoring the fractions, if any, of the maximum marks assigned to that paper, a second revaluation

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of the said answer books be done by a third examiner from the panel of examiners for the said subject, in such an event the average marks of the first and second revaluations shall be accepted by the Principal of the respective college as the final marks for the said subject.

(iii) An answer book shall be sent for second revaluation to another senior examiner appointed by the Principal of the college if on the first revaluation a candidates marks are decreased below the passing marks or the marks required for securing a class from originally secured marks required for passing or for the particular class and the marks assigned by the third examiner in the second revaluation be treated as the final marks in the said subject.

(iv) The revised marks obtained by a candidate after revaluation, as accepted by the Principal of the respective college shall be taken into account for the purpose of amendment of his results only and the said result shall be communicated to the student/s by the Principal of the respective college.

(v) It is mandatory to send the copy of the revaluation result by the Principal of respective colleges to the Controller of Examinations, University of Mumbai for information.

36. The Principals of the other Colleges shall be bound to make available the teachers required for revaluation on top priority basis on the day and date communicated by the Principal of the College, in which the revaluation work is to be carried out.
37. It will be mandatory on the part of the teachers of the colleges to attend the revaluation work on top priority basis. If any teacher fails to comply with the orders, it shall be treated as misconduct and such teacher shall be liable for disciplinary action. If the Principal of the college without any due and sufficient reasons, Head of the Department fails to relieve the teacher for revaluation or teacher fails to attend the work of revaluation, **penalty of Rs.100/- per day will be imposed on all concerned** and the same shall be recovered from the pay by the Principal or any other authority responsible to draw the salary and the same shall be credited to the Students' Welfare Account or the Library Account of the college.

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38. The remuneration for examiner/s appointed shall be paid at the rate of Rs. 20/- per answer book and Rs. 120/- as travelling allowances per day, or the lump sum of Rs. 320/- shall be paid if number of answer books is less than 10 (Ten). The examiner/s from the same college shall not be entitled for the travelling allowance.
39. The answer books already revaluated shall **not be moderated or further re-evaluated**, unless so directed by the Vice-Chancellor, in exceptional cases.
40. The whole process of revaluation shall be completed as far as possible **within a period of thirty (30) days** from the date of receipt of the application for revaluation by the college / institution.
41. **THE PHOTO COPY/COPIES OF THE REVALUATED ANSWER-BOOK/S SHALL NOT BE PROVIDED TO THE EXAMINEES.**
42. Pending the process of revaluation, and subject to the availability of the seats in the college, the student may be admitted to the next higher class to which he could have been admitted if he/she had passed in the said examination or had been granted A.T.K.T. for admission to the next class in the original examination as per the rules applicable for the stream and faculty of his education, as per the following norms:
- (i) The student may be admitted to the next higher class to which he could have been admitted if he/she had passed in the said examination or had been granted A.T.K.T. for admission to the next class in the original examination as per the rules applicable for the stream and faculty if he/she had originally obtained required passing marks in the papers in which he/she had applied for revaluation,
- (ii) The college shall be entitled to charge fees of Rs. 500/- at the time of granting admission *to such students* to the next class before declaration of the result of the revaluation,
- (iii) Such admission shall be provisional; and automatically stands cancelled on receipt of the result of revaluation process, if the student is not declared passed in the requisite number of the subjects on revaluation which would entitle him/her to take admission in the next higher class, and in such case the

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fees originally collected by the college or any part of the same shall not be refunded.

43. In case if the student is declared to have passed in the requisite number of the subjects on revaluation which would entitle him/her to take admission in the next higher class as per the Ordinances / regulations, the provisional admission will be regularized.

(i) In case of the reserved category students or other students who are entitled to get fee concession, on appropriating the amount equal to the amount of fees which the college can collect from the student and the balance amount shall be refunded to the student at the time of confirmation and continuation of his/her admission.

(ii) In case of other students, the said amount shall be deducted from the total fees which the college or the institution is entitled to collect from the student as per the rules applicable.

44. Pending the declaration of the result of the revaluation, the students who have taken admission to next higher class, as mentioned above, shall be allowed to appear at the examination to the next class and their results of the next examinations shall be declared only on their passing in the requisite number of the subjects on revaluation which would entitle them to take admission in the next class; and in case the students does not succeed in passing in such requisite number of subjects, their admission to the examinations of the next class, their performance and results of the same shall be treated as null and void.

45. Examiners and / or moderators, if found careless in the original assessment, the appropriate action will be taken as per the rules and regulations of the University.

46. **The Controller of Examinations will prescribe the detailed office / administrative procedure.**

This VCD shall come into force with immediate effect i.e. from the examination of First Half 2010 and shall remain in force till new rules and regulations in pursuant to the subject matters dealt with in this VCD are made by the appropriate authorities.



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Mumbai - 400 098
Date: 05th April, 2010

(Dr. CHANDRA KRISHNAMURTHY)
Ag. VICE-CHANCELLOR

To,

The Directors / Heads of the University Departments, Professor-cum-Director of Institute of Distance & Open Learning, The Principals, Sir J.J. College of Architecture and the Principals / Directors of the affiliated colleges / Institutes are requested to implement the above VCD immediately.

No. Exam /Photo & Rev./College/VCD/ 4636-A of 2010

Copy forwarded with compliments for information to:-

1. The Secretary to His Excellency Chancellor of University of Mumbai, Rajbhavan, Malbar Hill, Mumbai.
2. The Principal Secretary, Higher & Technical Department, Government of Maharashtra.
3. The Secretary to the Chairman, University Grant Commission, Delhi, Bahadur Shah Zafar Marg, New Delhi. 110 002.
4. The Director of Higher Education, Higher Education Maharashtra State, Central Building Pune, 411 001.
5. The Director of Technical Education, Directorate of Technical Education, Maharashtra State Mahapalica Marg, Mumbai, 400 001
6. The Joint Director, Higher Education, Mumbai Region, Mahapalica Marg, Mumbai, 411 001
7. The Joint Director, Technical Education, Mumbai Region, Khetwadi, Bandra. Mumbai.
8. The Deans of faculties of Arts, Science, Commerce, Law, Technology & Fine Arts of University of Mumbai, Mumbai.

Copy to:-

The Director (CCF), the Director (Students Welfare), Director (Adult & Continuation Education & Extension), the Co-ordinator (Ratnagiry Sub centre), All Deputy Registrar, All Assistant Registrar, Assistant Registrar (Ratnagiry Sub centre), Executive Secretary to the Vice Chancellor, Personal Assistant to the Pro-Vice Chancellor, Personal Assistant to the

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Registrar, Personal Assistant to the Director (BCUD), Personal Assistant to the Controller of Examinations, Personal Assistant to the Finance & Accounts Officer.

Mumbai - 400 098
Date: 05th April, 2010

(Prof. Vilas B. Shinde)
Controller of Examinations

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