



"ॐ हि ज्ञानेन सदृशं पवित्रमिह विद्यते"

**J.B.SAWANT EDUCATION SOCIETY'S**

# **TIKAMBHAI METHA COMMERCE COLLEGE**

**MANGAON DIST. RAIGAD 402 104 Maharashtra.**

Permanently Affiliated to University of Mumbai,

NAAC accredited ("C" grade with CGPA 1.95)

and

Registered under 2(f) & 12 (b) of UGC Act 1956

## **Annual Quality Assurance Report**

( AQAR)

**2014-15**

Of

**Internal Quality Assurance Cell**

(IQAC)

[www.tmccollegemangaon.ac.in](http://www.tmccollegemangaon.ac.in)

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# The Annual Quality Assurance Report (AQAR) of the IQAC

July 1<sup>st</sup> 2014 to June 30<sup>th</sup> 2015

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution	J.B SAWANT EDUCATION SOCIETY'S TIKAMBHAI METHA COMMERCE COLLEGE MANGAON.
1.2 Address Line 1	AT.BAMNOLI ROAD,
Address Line 2	NEAR.S.T STAND
City/Town	At & post. MANGAON. DIST. RAIGAD
State	MAHARASHTRA
Pin Code	402 104
Institution e-mail address	jbsawanttmc@yahoo.in
Contact Nos.	02140-263403/261301
Name of the Head of the Institution:	Prin. DR. SANDHAYA KULKARNI
Tel. No. with STD Code:	02140-261301
Mobile:	9892729781
Name of the IQAC Co-ordinator:	Prof. WANI M.N
Mobile:	9421253531
IQAC e-mail address:	wanisiri_m@yahoo.com

1.3 NAAC Track ID

NAAC/WR-SS-IEQA-12861/2010

1.4 NAAC Executive Committee  
No. & Date:

BC/61/A&amp;A/43 DATED 15/09/2012

1.5 Website address:

[www.tmccollegemangaon@ac.in](http://www.tmccollegemangaon@ac.in)

Web-link of the AQAR:

[www.tmccollegemangaon@ac.in/NAAC/IQAC/AQAR](http://www.tmccollegemangaon@ac.in/NAAC/IQAC/AQAR)

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C	1.95	2012	2017
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC:

01/07/2013

1.8 AQAR for the year (for example 2010-11)

2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR 2013-14 submitted to NAAC on 20/10/2014

1.10 Institutional Status

University State  Central  Deemed  Private Affiliated College Yes  No Constituent College Yes  No Autonomous college of UGC Yes  No Regulatory Agency approved Institution Yes  No 

(Eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women   
 Urban  Rural  Tribal   
 Financial Status Grant-in-aid  UGC 2(f)  UGC 12B   
 Grant-in-aid + Self Financing  Totally Self-financing

## 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

## 1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers	2		
2.2 No. of Administrative/Technical staff	1		
2.3 No. of students	2		
2.4 No. of Management representatives	1		
2.5 No. of Alumni	1		
2.6 No. of any other stakeholder and community representatives	1		
2.7 No. of Employers/ Industrialists	1		
2.8 No. of other External Experts	1		
2.9 Total No. of members	10		
2.10 No. of IQAC meetings held	04		
2.11 No. of meetings with various stakeholders:	No. Faculty	02	
	Non-Teaching Staff & Students	Alumni	Others
	01	01	--
2.12 Has IQAC received any funding from UGC during the year?	Yes	No	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, mention the amount	--		
2.13 Seminars and Conferences (only quality related)			
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC			
Total Nos.	International	National	State
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Institution Level	02	
	<input type="checkbox"/>		
(ii) Themes	1. Quality Education and Communication skill development. 2. Teaching-learning process and research work.		

## 2.14 Significant Activities and contributions made by IQAC

1. Students and Teachers' participation in international, national, University, state level conferences, workshops, seminars, symposia & various other tournaments.
2. Purchased quality reference books, textbooks, journals and various magazines.
3. Organized special lectures for academically weak students.
4. Renovation of college administrative office & staff room.
5. Got recognition under 2 f & 12 b of UGC Act.
6. Strengthening of the research culture through publications, research papers.
7. Introduction and implementation of new syllabus prescribed by University of Mumbai.
8. In the college campus installed CCTV cameras for security purpose
9. Programme on Woman empowerment conducted in collaboration with NGO like SAR VIKAS DEEP SANTHA and ROTARY CLUB Mangaon.
10. Students participation in Various extension activities conducted through NSS department.

## 2.15 Plan of Action by IQAC/Outcome:-

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year 2014-15.

01	Ensuring faculty development through participation of faculty in Research Methodology.	01	<ul style="list-style-type: none"> <li>• One of the faculty participated in research methodology 10days workshop organised by AR podar college Mumbai.in collaboration with ICSSR Delhi.</li> </ul>
02	Organization of seminars, conferences for providing opportunity of research.	02	<ul style="list-style-type: none"> <li>• Two Workshops organized at institute level on the Quality Education and Communication skill development and Teaching-learning process and research work.</li> </ul>
03	Improving infrastructure facilities.	03	<ul style="list-style-type: none"> <li>• Renovation of principal's cabin and administration office room.</li> </ul>
04	Enriching academic departments in terms of availability of number of books and other facilities.	04	<ul style="list-style-type: none"> <li>• College purchased 251 books of Rs.37625/- For students and faculties.</li> </ul>
05	Exploring students' ability through cultural events and programmes.	05	<ul style="list-style-type: none"> <li>• Establishment <i>Marathi Wangdmay Mandal</i> as on 12/11/2014 college level and celebration of <i>Marathi Bhashadeen</i> as on 27/02/2015 in collaboration with</li> </ul>

			<p><i>Kankan Marathi shahitya partishad</i> and students welfare department of University of Mumbai.</p> <ul style="list-style-type: none"> <li>• Street play training and personality development programme conducted under cultural department by <i>SHRI KAMLAKAR HOVAL</i> and <i>SALIM SHEKH</i> as on 21/012/2014.</li> </ul>
06	Organizing coaching for competitive examinations.	06	<ul style="list-style-type: none"> <li>• College organized one day mind and memory management program as on 22/012/2014 with collaboration of <i>Prajapati Bramkumaree</i> center Mangaon.</li> <li>• One day workshop on Understanding and interpretation of Indian Constitution by Advo. B.D. Vidhasagar Mangaon.</li> </ul>
07	Conducting remedial classes for academically weaker and extraordinary students.	07	<ul style="list-style-type: none"> <li>• Expert guidance lectures organized for T.Y. B. Com students in the subject of Financial Accountancy and management, costing, as well as career guidance. Lecture by <i>Prof. Gaikwad</i> and <i>Prof. Wadekar P.M. pali college</i>.</li> </ul>
08	Providing training to students on interview techniques and communication skills.	08	<ul style="list-style-type: none"> <li>• One day workshop organized on interview techniques and communication skill by <i>Shri Vandan Ram Nagarkar Motivational trainer of Four Dimensions training center Pune</i>.</li> </ul>
09	Gender sensitization through WDC, NSS	09	<ul style="list-style-type: none"> <li>• Gender equality programme conducted by NSS dept. by Prof. Miss. Apurva Desai Jr. college Mahad as on 20/12/2014</li> <li>• Organized one day workshop in student support services “Skin care and hair loss programme” by Himalaya Drug company Bangalore, <i>Shri. Dr. Vivek Deshmukh</i> and <i>Shri Potpode Sachin</i> Sales Officer addressed to girls students as on 09<sup>th</sup> December 2014.</li> </ul>
10	Awakening & educating students on environmental issues.	10	<ul style="list-style-type: none"> <li>• Organized one day workshop on “Save electricity and Save Environment” With MSEB office Mangaon.</li> <li>• With the help of Alumni Swacha Bharat Abhiyan Organized in the college premises conducted by <i>Shri Pranod Jadhav</i>. member of Alumni.</li> </ul>

11	Facilitating Sports Supportive Environment.	11	<ul style="list-style-type: none"> <li>• District level tournaments organized by Zilla Prarishad Raigad-Alibag and Government of Maharashtra sport department Raigad, for three days of various outdoor games.</li> <li>• One of our students Participated in 1st national level Thaiboxing federation Cup 2015 Thai Boxing competition organized by Thai Boxing Association of panjab (TAP) and he won 1st Gold medal.</li> </ul>
12	Ensuring multi-faceted development of students' personality through various programmes and activities by different committees and Cells.	12	<ul style="list-style-type: none"> <li>• Convocation ceremony organised at college level on behalf of University of Mumbai first time as on 24 January 2015, The chief guest was Shri Suresh Bhosale Ex manager of Sandoz India Pvt. Ltd. Mahad. And other management members were also present.</li> <li>• Training on Disaster Management organised by Collector Office Raigad Alibag and Civil Defence Cell Uran with NSS department for 5 days training workshop, 52 students participated in this programme.</li> </ul>

\* Attach the Academic Calendar of the year as Annexure. ( I )

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

1. Placed the above plan of action and achievements pointed by IQAC for discussion & suggestions.
2. Management (LMC) approved AQAR 2013-14 and encouraged Teachers for research work and initialization of Re-accreditation process.
3. Management suggested that all teachers use ICT techniques for teaching and learning programme.
4. Implemented some of the suggestions from Students, parents, management and principal.



## Part – B

## Criterion – I

**1. Curricular Aspects:-**

## 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	01	—	—	—
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	01			
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options  
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	
Annual	

- 1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure ( II )*

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

YES Replacement of few modules and chapters considering changing employable environment.

- 1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors/Principal	Others
	06	02	03	01	00

2.2 No. of permanent faculty with Ph.D.

01

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year ( Librarian)

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01	–	–	–	–	01	–	–	01	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

01

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	07	03
Presented papers	03	07	03
Resource Persons	00	00	00

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Use of conventional methods, and used of ICT in teaching and learning program.
- Class test and semester end examination.
- Presentation and Interactive sessions of students, Guest Lectures, Soft skill training program etc.

2.7 Total No. of actual teaching days during this academic year

181

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- First and second Year Examinations are conducted at college level in fair and transparent way on behalf of University of Mumbai.
- Revaluation and rechecking process are followed to give justice to students on demand Bar Coding, Double Valuation, Photocopy, and Multiple Choice Questions for quality education.

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

		00
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2.10 Average percentage of attendance of students

87%
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2.11 Course/Programme wise distribution of pass percentage: **for the year 2014-15**

Title of the Programme	Total no. of students appeared	Division % (Under CBGS system)						
		O	A	B	C	D	E	F
F.Y.B.Com Sem I	129	00	3.10	6.20	11.62	30.23	27.13	1.5
F.Y.B.Com Sem II	129	00	2.32	8.52	15.50	23.25	28.68	3.10
S.Y.B.Com Sem III	110	00	00	8.18	20.00	32.72	36.36	0.00
S.Y.B.Com Sem IV	110	00	.091	6.42	17.43	36.69	30.27	0.00
T.Y.B.Com Sem V	89	00	3.37	12.35	7.86	13.48	--	62.92
T.Y.B.Com Sem VI	89							

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

1. Designing academic teaching calendar with the help of teaching staff.
2. Review and monitoring techniques of the faculties by the principal.
3. Organizing the guest lecturers for important subjects.
4. The college constitutes a special examination committee to ensure effective implementation of all activities related to internal and external examinations like paper setting, assessments and moderation, evaluation etc.
5. Implementation of 75:25 patterns with MCQ based Semester End Examinations at University and college level.
6. Appointment of Sr. Supervisors, and Examiners and Moderators and nonteaching staffs as per university pattern.
7. Faculties are asked to submit and follow model answersheet with scheme of marks concerned question paper at the time of assessment and moderation.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes NSS	01
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	
Others	

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	03			
Technical Staff	05			

**Criterion – III****3. Research, Consultancy and Extension**

## 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- The IQAC sets broad objectives and plans at the beginning of an academic year.
- These include various activities including quality enhancement in academic processes.
- Besides NAAC accreditation the college has conducted periodic department wise academic internal evaluation by senior teachers and Principal
- Encouraging and motivating faculties to undertake participating minor or major research projects.
- Encouraging our faculties in completing their Ph.D. and Research Work.
- It monitors and supervises the Teaching & Learning Processes.
- At the end of year review meeting is conducted to evaluate the functioning with a view to improve academic progress.

## 3.2 Details regarding major projects:- Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

## 3.3 Details regarding minor projects:- Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

## 3.4 Details on research publications:-

	International	National	Others
Peer Review Journals	02	03	00
Non-Peer Review Journals	01	04	03
e-Journals	00	00	00
Conference proceedings	03	07	00

## 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

## 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations :- Nil

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	Nil	Nil	Nil	Nil

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.  Re print book

## 3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

## 3.10 Revenue generated through consultancy

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

- 3.11 No. of conferences organized by the Institution
- 3.12 No. of faculty served as experts, chairpersons or resource persons
- 3.13 No. of collaborations:- International  National  Any other
- 3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency  From Management or University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS: University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="Nil"/>	College forum	<input type="text" value="01"/>	
NCC	<input type="text" value="Nil"/>	NSS	<input type="text" value="21"/>	Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Awareness about the Red Ribbon Club for HIV/AIDS
2. Awareness about the environment and save electricity programme.
3. Organized blood donation camp with NSS and Rotary club Mangaon.
4. Rally for social awareness among voters to exercise their voting right.
5. Street play by NSS on the “Kanya bachao and vasundhara bachav”
6. Model Watershed Development project at college level.
7. Contribution to Parliament Election 2014
8. Contribution to Zilha Panchayat Election 2014
9. Organisation of elocution competition on “Poverty in India and Government Policy”
10. Organisation of Yoga Awareness Programme in College.
11. Creation of awareness: Save Girl Child Program
12. Proper disposal of Nirmalya (waste) produced during Ganesh Festival
13. Participation in Voters’ Registration Camp before the parliament election .

Beside above programmes the NSS department conducted 07 days residential camp in rural area and 72 students are participated in this camp.

**Criterion – IV****4. Infrastructure and Learning Resources**

## 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.37 ares.			5.37 ares
Class rooms	03			03
Laboratories/ library	01			01
Seminar Halls/ Administration Rooms	05			05
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	08	06		14
Value of the equipment purchased during the year (Rs. in Lakhs)	1.97	1.14	college fund	3.11
Furniture & Other	6.13	0.095	college fund	6.225

## 4.2 Computerization of administration and library

1. Use of new computer technology during admission process and for other office work.
2. Use of tally software for accounting purpose.
3. Computerization of library and other college departments are under consideration.

## 4.3 Library services: 2014-15

	Existing 2013-14		Newly added 2014-15		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3245	314340	251	37625	3496	351965
Reference Books	461	100300	00	00	461	100300
e-Books	--	--	08	00	08	00
Journals	05	29355	00	00	05	--
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--
General Books	320	28756	06	940	326	29696
periodicals	11	32524	00	4044	11	36568
Newspapers	9	73260	00	7648	09	80908



## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	12	03	12	01	00	04	02	02
Added	01	01	--	--	--	-	--	--
Total	13	04	12	01	00	04	02	02

## 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Updated and upgraded computer lab.
- Free internet access for all students and faculties.
- Need based technology up gradation.
- IT Training & IT Skill – New Technology training for Faculties and students.

## 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.58
ii) Campus Infrastructure and facilities	1.98
iii) Equipments	0.065
iv) Others	0.075
<b>Total :</b>	2.700

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**Criterion – V**
**5. Student Support and Progression**

## 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation of one day workshop for F.Y.B.Com. students.
- Organizing get together of alumni with regular student and teachers
- Contribution of IQAC in enhancing awareness about Student Support Services for SC/ST/OBC Students – Scholarship and Freeship and book bank facility provided as per government policy.
- Special attention to differently able students Skill development program, College Magazine, Remedial Classes, and Industrial visit

## 5.2 Efforts made by the institution for tracking the progression

- Very good number of NSS extension activities conducted during the year.
- Satisfactory engagement of our faculties in participating various workshops and seminars.
- The college has a structured mechanism to identify slow and advanced learners with the objective of proper monitoring of students.
- Examination department level, examination results are analysed and evaluated.

## 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
334			

## (b) No. of students outside the state

00

## (c) No. of international students

00

Men	No	%	Women	No	%
	167	50		167	50

Last Year 2013-14						This Year 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
92	34	02	196	00	324	52	35	18	227	02	334

Demand ratio 1:1

Dropout 6.98%

## 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Competitive examination training through career guidance and counseling cell under NSS activities and STUDENTS WELFARE CELL.
- The college has provided various Books on competitive exams General knowledge books and magazines, journals in our library for students.
- Encouraging and motivating students to undertake competitive exam by our faculties.
- Organized one day guidance lecture for our students on MPSC and UPSC Exam by *Miss. Prashalee C. Dhighawakar madam* Prant Officer Mangaon.

No. of students beneficiaries

285

## 5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text" value="17"/>

## 5.6 Details of student counselling and career guidance

- Organized career guidance program on communication skill and personality development with Shri Vandaran Nagarkar's Four Dimensions Training and development organization Pune as on 20<sup>th</sup> January 2015.
- Conducted workshop on banking opportunities.
- Interaction with students at personal level on Saturdays.

No. of students benefitted

294

- A specially constituted committee titled 'WOMAN DEVELOPMENT CELL organizes several gender sensitizing programmes such as Anti-dowry Campaign, Campaign against Feticide of Female Child, HB checking camp etc.
- The WDC also conducts regular awareness generation programmes on Health and Hygiene for Female Students,
- Personal counseling by psychologist to the students whenever required.

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			27

## 5.8 Details of gender sensitization programmes

- Self-defense workshop for girl's students only organized on behalf Students Welfare Department with Woman Development Cell University of Mumbai, our 04 girls students and One teacher participated in 5 days workshop on self defense at Vadghar Tal Mangaon.
- Gender sensitization programmes were organized by Women Development Cell (WDC) with the help of NSS and NGO SARV VIKAS DEEP SANSHTHA Mangaon.
- Apart from the college level programme and activities the college has successfully conducted a programme on the theme of "Jagar Janivancha" and "kanna bachav abhiyan" as NSS and WDC 's extension activity.

## 5.9 Students Activities

5.9.1 a) No. of students participated in Sports, Games and other events:-

State/ University level  National level  International level 

b) No. of students participated in cultural events:-

State/ University level  National level  International level 

5.9.2 No. of medals /awards won by students in Sports, Games and other events:-

Sports: State/ University level  National level  International level Cultural: State/ University level  National level  International level 

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	03	13,000
Financial support from government	161	8,19,615
Financial support from other sources from computer course fee received	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives:-

Fairs : State/ University level  National level  International level Exhibition: State/ University level  National level  International level 5.12 No. of social initiatives undertaken by the students 

5.13 Major grievances of students (if any) redressed:


**Sr Grievances of students****Redressed**

- 01 Non availability of canteen : Under consideration of college management.
- 02 Inadequate drinking water facility : One more water cooler purchased during the year.
- 03 Inadequate sports equipment : Some sports equipments purchased during the year.

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

<p>➤ <b>Motto:-</b></p> <p>➤ <b>Vision:-</b></p> <p>➤ <b>Mission:-</b></p> <ul style="list-style-type: none"> <li>• To inculcate civic values amongst students to make them responsible citizens of India.</li> <li>• To Sensitize Students on Social issues.</li> <li>• To encourage students for self employment.</li> <li>• To provide distance learning facility to students who are unable to enroll for regular courses conducted by the college.</li> <li>• To promote and develop healthy academic culture in the teaching fraternity.</li> </ul> <p>➤ <b>Goals and objectives-</b></p> <ul style="list-style-type: none"> <li>• To encourage the students especially from economically backward Class and backward class to take up Higher education.</li> <li>• To inspire and motivate especially from Muslim community female Students and other female students from local area to take up Higher education.</li> <li>• To promote a healthy student teacher relationship.</li> <li>• To enforce and maintain academic discipline in the campus.</li> <li>• To maintain the credibility of the examination system.</li> <li>• To improve the quality of teaching through evaluation of teachers by students &amp; by use of various teaching aids.</li> <li>• To reduce the students dependence on coaching classes by providing them quality education in the college itself.</li> </ul>	<p><b>"॥ हि ज्ञानेन सदृशं पवित्रमिह विद्यते"</b>          "Here Nothing is as holy as Knowledge"</p> <p>➤ <b>"Higher Education for the Deprived Ones"</b></p>	
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#### 6.2 Does the Institution has a management Information System

No.

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

- Involvement of our faculties as paper setter and moderator in College and in University examinations.
- Faculty worked as course writer for the university of Mumbai IDOL unit.
- Preparation of teaching plans & methodologies prepared for beginning of the every academic semester.
- Subject allocation as per specialization of teachers.
- Feedback from alumni, visiting faculties and students curriculum.

## 6.3.2 Teaching and Learning

- Our faculties used ICT techniques in the teaching learning process.
- Having recognized the importance of ICT tools and techniques in the process of effective teaching- learning, the institution has drawn the strategic plan:
  - To build, expand and update ICT infrastructure in the campus.
  - To train the faculty members for making them ICT enabled.
  - To motivate teachers to use modern teaching aids based on ICT and day by day enhance the proportion of ICT based teaching.
  - To motivate the students to use ICT infrastructure and tools for effective learning experiences.

## 6.3.3 Examination and Evaluation

- Each year, the college constitutes a special examination committee to ensure effective implementation of all activities related to internal and external examinations and assessments.
- Computerisation of examination system- i.e. use of exam software for result declaration.
- Conduct exams as per schedule and timely declaration of result.
- The principal appointed college examination officer to ensure smooth conduction of college and University exams for transparency is maintained in entire examination process.

## 6.3.4 Research and Development

- Participation and presentation of research papers by our faculties in various international, national conferences
- Two faculties are registered Ph.D. and one has submitted thesis.
- Students' participation in 'Avishkar Research Convention' organized by University of Mumbai.

## 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Enriched library with various reference and general books of International and National publication.
- Free computer services and internet facility for all students and faculties.
- e-journals and e-books are made available to the faculty members, researchers and senior students through internet facility.
- The college library provides Open access to students and faculties. For books searching.
- ICT facilities Strengthened by procuring advance software and hardware.
- To keep pace with multidimensional growth of the college, the infrastructure has been augmented in a phased manner.

## 6.3.6 Human Resource Management

- The management firmly believes in participative decision-making and functioning. Conscious efforts have been taken by the management for the involvement of all elements of the system in institutional management process.
- Numbers of committees are formed every year for various functions and activities in the college. The members in various committees are rotated after every three years so that, the involvement of staff in various activities increases. The active staff members are encouraged to play lead roles in various, functions / activities / events. Good blend of senior and junior members is formed in the committees with the objective of experience sharing and team building.
- The teaching and non teaching staff members are deputed to participate in various training programmes in order to upgrade themselves.
- The college conducts an induction programme for the new recruit teaching and non teaching staff.
- Motivating non teaching staff and faculties to upgrade their computer knowledge by encouraging them to join certificate courses.

## 6.3.7 Faculty and Staff recruitment

Recruitment of faculties and non teaching staff strictly by following qualification and quality parameters given by UGC. & Govt. of Maharashtra and University of Mumbai.

## 6.3.8 Industry Interaction / Collaboration

Organized and conducted activities in collaboration with N.G.O's. Invited managerial personnel from N.G.O. for sharing of information on employment and new government policy regarding social reformation.

## 6.3.9 Admission of Students

Admission on the basis of merits and as per the rules and regulation of University of Mumbai & their enrollment with the university.

During the admission process, the faculties provide help, support and advice to the students regarding various programme options available to them.

6.4 Welfare schemes for Teaching and non Teaching staff.

Teaching	Yes
Non teaching	Yes
Students	Students group Insurance Scheme.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	Yes	Senior Auditor of Joint director higher education department panvel- Raigad.	Yes	College Auditor C.A.

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- University of Mumbai accepted CB&GS for under graduate level programme from 2012-13
- The appointment of Examiners, Paper Setters, Moderators, Senior Supervisors etc. as per university norms.
- Implementation of 75:25 patterns with MCQ based term end examinations in college and University Examinations.
- Digital delivery of question papers for university examination only.
- The college constitutes a special examination committee to ensure effective implementation of all activities related to internal and external examinations like paper setting, assessments and moderation, evaluation etc.
- Implementation of 75:25 patterns with MCQ based Semester End Examinations at University and college level.
- Faculties are asked to submit and follow model answer sheet with scheme of marks concerned question paper at the time of assessment and moderation.



6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

University is promoting autonomy by introducing community college concept.

6.11 Activities and support from the Alumni Association

- Involvement of Alumni in college gathering and Sports meets and NSS camps activities.
- Conducted meeting with alumni for college development.
- 

6.12 Activities and support from the Parent – Teacher Association

- Parent – Teacher Association have not been constituted. Effort will be made to constitute Parent – Teacher Association.
- The Parent-Teachers meetings at the college level are organised.
- The college organizes need based training programmes for support staff.
- Meeting with parents of students from F.Y.B.Com.
- Meeting with parents of students participated in NSS activities and seven Days camp of NSS.
- Invitation to parents for college functions.

6.13 Development programmes for support staff

- Awareness about the cleanness of college campus and upgrade knowledge of computer, internet, office records, filing & maintenance etc.
- The college organizes need based training programmes for support staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly.

- Student's awareness programs on Environment and social issues.
- Tree plantation by NSS students for eco friendly environment in college campus.
- Awareness amongst the staff & students to maintain cleanliness of the college campus.
- Awareness amongst staff & students in avoidance of use of plastic bags.
- The Environmental studies Department organises Ozone Day every year to spread awareness regarding Global Warming and other environmental issues.
- Healthy environment in the campus is conducive for the effective learning. Hence, the College proposes to develop the pollution free green campus, which will result into enriched plant biodiversity.
- Institute encourages use of surplus land of college campus for seasonal farming.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Free computer internet facility with Wi-Fi for students and faculty.
- Updated versions of Teacher Daily Record Diary have been issued to synchronize documentation of work done and assess the progress made.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. One of the faculty participated in research methodology 10days workshop organised by AR Podar college Mumbai in collaboration with ICSSR Dehli.
2. Two Workshops organized at institute level on the Quality Education and Communication skill development and Teaching-learning process and research work.
3. Renovation of principal's cabin and administration office room.
4. College purchased 251 books of Rs.37625/- for students and faculties.
5. Establishment *Marathi at Wangdmay Mandal* as on 12/11/2014 college level and celebration of *Marathi Bhashadeen* as on 27/02/2015 in collaboration with *Kankan Marathi shahitya partishad* and students welfare department of University of Mumbai.
6. Street play training and personality development programme conducted under cultural department by *SHRI KAMLAKAR HOVAL* and *SALIM SHEK* as on 21/012/2014.
7. College organized one day mind and memory management program as on 22/012/2014 with collaboration of *Prajapati Bramkumaree* center Mangaon.
8. One day workshop on Understanding and interpretation of Indian Constitution by Advo. B.D. Vidhasagar Mangaon.
9. Expert guidance lectures organized for T.Y. B. Com students in the subject of Financial Accountancy and management, costing, as well as career guidance. Lecture by *Prof. Gaikwad and Prof. Wadekar P.M. pali college*.
10. One day workshop organized on interview techniques and communication skill by *Shri Vandan Ram Nagarkar Motivational trainer of Four Dimensions training center Pune*.
11. Gender equality programme conducted by NSS dept. by Prof. Miss. Apurva Desai Jr. college Mahad as on 20/12/2014
12. Organized one day workshop in student support services "Skin care and hair loss programme" by Himalaya Drug company Bangalore, *Shri. Dr. Vivek Deshmukh and Shri Potpode Sachin* Sales Officer addressed to girls students as on 09<sup>th</sup> December 2014.
13. Organized one day workshop on "Save electricity and Save Environment" With MSEB office Mangaon.
14. With the help of Alumni Swacha Bharat Abhiyan Organized in the college premises condecated by *Shri Pranod Jadhav*. member of Alumni.

15. District level tournaments organized by Zilla Prarishad Raigad-Alibag and Government of Maharashtra sport department Raigad, for three days of various outdoor games.
16. One of our students Participated in 1st national level Thai boxing federation Cup 2015 Thai Boxing competition organized by Thai Boxing Association of Panjab (TAP) and he won Ist Gold medal.
17. Convocation ceremony organized at college level on behalf of University of Mumbai first time as on 24 January 2015, The chief guest was shri Suresh Bhosale Ex manager of Sandoj India Pvt. Ltd. Mahad. And other management members were also present.
18. Training on Disaster Management organised by Collector Office Raigad Alibag and Civil Defence Cell Uran with NSS department for 5 days training workshop, 52 students participated in this programme.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- i) ICT based teaching and learning.
- ii) Cordial relationship with the stakeholders and students.

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii) No II***

7.4 Contribution to environmental awareness / protection

- 50 saplings were planted by the NSS students during this academic year.
- Celebrated NSS foundation day in college campus and ground cleaning programme.
- **Environmental awareness and Sanitation Drive:** The NSS volunteers carried out sanitation drive in khardi bruk. Where the Ganesha Idols are immersed during the festival. They also put up an exhibition on the campus and the village khardi bruk about environmental awareness and protection. The volunteers also carried out Green Ribbon programme to create environmental awareness. The volunteers also planted 50 trees at NSS adoppated Village.
- Institute encourages use of surplus land of college campus for seasonal farming.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

<p><b>Strengths:</b></p> <ol style="list-style-type: none"> <li>1) Good academic result.</li> <li>2) Highly experienced and committed faculty.</li> <li>3) Cordial social relations and extension activities.</li> <li>4) Supportive management.</li> </ol> <p><b>Weaknesses:-</b></p> <ol style="list-style-type: none"> <li>1) Absence of Horizontal mobility of students.</li> <li>2) Inadequate English communication skills of students.</li> <li>3) Less work on research engagement of students.</li> <li>4) Poor infrastructure facility.</li> </ol> <p><b>Opportunities:</b></p> <ol style="list-style-type: none"> <li>1) N.G.O and institutional collaborations</li> <li>2) With the inclusion of the institution under 2f and 12 b of UGC act. Receipt of the grants from UGC under 12<sup>th</sup> plan.</li> <li>3) Initiation of interfaculty and interdisciplinary programmes.</li> </ol> <p><b>Threats:</b></p> <ol style="list-style-type: none"> <li>1) Competition from unaided college in local area.</li> </ol>
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### 8. Plans of institution for next year

<ol style="list-style-type: none"> <li>1) Organization of National Conference</li> <li>2) Purchase of library software SOUL and purchase of e- Journals and computersation of library.</li> <li>3) Renovation of Office and strengthening of infrastructure.</li> <li>4) Purchases of equipments and computers.</li> <li>5) Awareness about Environment protection.</li> </ol>
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Data:- 28<sup>th</sup> July 2015.

Place:- Mangaon Dist Raigad 402104



Name: Prof. Wani M.N.  
Head of commerce department.  
Coordinator, IQAC



Name- Dr. Sandhya Kulkarni  
**Principal**  
**J.B. Saipant Education**  
**Society's T.M.C. College**  
**Mangaon-Raigad**

***Annexure-I***  
**Academic Calendar, 2014-15**

Month	Week	Planning -Activities
May	1st Week	<ul style="list-style-type: none"> <li>• Admission committee meeting.</li> </ul>
	2nd Week	<ul style="list-style-type: none"> <li>• Printing of Brochures and Prospectus</li> </ul>
	3rd Week	<ul style="list-style-type: none"> <li>• Planning and execution for admission process.</li> </ul>
	4th Week	<ul style="list-style-type: none"> <li>• Distribution of workload</li> <li>• Dead stock verification</li> <li>• College internal Financial Audit.</li> </ul>
June	1st Week	<ul style="list-style-type: none"> <li>• Admission process for UG</li> </ul>
	2nd Week	<ul style="list-style-type: none"> <li>• Counseling for students faculty wise.</li> </ul>
	3rd Week	<ul style="list-style-type: none"> <li>• First Term planning meeting</li> </ul>
	4th Week	<ul style="list-style-type: none"> <li>• Preparation of academic time table.</li> <li>• Preparation of Annual Teaching plan and allocation of extra co-curricular activities to faculties.</li> <li>• Filling of all concessions, scholarships and S.T .concession forms.</li> </ul>
July	1st Week	<ul style="list-style-type: none"> <li>• Organizing departmental meetings</li> </ul>
	2nd Week	<ul style="list-style-type: none"> <li>• Holding fresher's party for first year students</li> </ul>
	3rd Week	<ul style="list-style-type: none"> <li>• Principal's address for first year's students</li> </ul>
	4th Week	<ul style="list-style-type: none"> <li>• Selection of NSS students &amp; filling admission form.</li> <li>• Sending of students for youth festival, &amp; various sports competition at university level.</li> <li>• Organizing college festival "<i>Jalosh</i>" cultural programme for new students.</li> </ul>
August	1st Week	<ul style="list-style-type: none"> <li>• Celebration of Independence Day on 15th Aug.</li> </ul>
	2nd Week	<ul style="list-style-type: none"> <li>• Spoken English communication skill development programme</li> </ul>
	3rd Week	<ul style="list-style-type: none"> <li>• Nominations Students Council's members.</li> </ul>
	4th Week	<ul style="list-style-type: none"> <li>• Class test for 20 marks</li> </ul>
September	1st Week	<ul style="list-style-type: none"> <li>• Teachers Day Function on Sept. 5</li> </ul>
	2nd Week	<ul style="list-style-type: none"> <li>• Health check up for students i.e. blood group and H.B.</li> </ul>
	3rd Week	<ul style="list-style-type: none"> <li>• Ozone Day Celebration by Department of Environment Studies</li> </ul>
	4th Week	<ul style="list-style-type: none"> <li>• Seminars and guest lecturers to be held by various departments</li> <li>• Celebration of N.S.S. Foundation Day on 24<sup>th</sup> September.</li> <li>• Filling of F.Y./S.Y.B.COM. Exam form.</li> </ul>
November	1st Week	<ul style="list-style-type: none"> <li>• Diwali Vacations</li> </ul>
	2nd Week	<ul style="list-style-type: none"> <li>• Faculty Development Programme</li> </ul>
	3rd Week	<ul style="list-style-type: none"> <li>• Departmental Meetings for Commencement of Second Term</li> </ul>
	4th Week	<ul style="list-style-type: none"> <li>• Preparation of Time Table</li> </ul>

December	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> <li>• Celebration of late Tikambhai Metha's death Anniversary.</li> <li>• Poster Competition to be held by Department of cultural</li> <li>• NSS Winter Camp</li> <li>• College Annual Sports &amp; Annual Cultural Program</li> </ul>
February	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> <li>• Class test for 20 marks</li> <li>• Seminars and guest lecturers to be organized by all departments</li> <li>• one day workshop to be organized by Department of Commerce and accountancy.</li> <li>• Blood Donation Camp</li> </ul>
March	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> <li>• Farewell party to Final Year students</li> <li>• Conducting of Local Management Committee Meeting.</li> <li>• Conducting Second and Fourth Semester End Examination</li> <li>• Assessment of Semester End Examination</li> <li>• T. Y. B. Com. University Examination</li> </ul>
April	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> <li>• Planning Committee meeting for next academic year</li> <li>• Meeting on College Magazine</li> <li>• Disclosure Result and Distribution of Marksheets.</li> </ul>

*Annexure-II*

## **Analysis of feedback from stakeholders and its use in Curricular Design and Development**

It is the practice of the college to obtain feedback on curriculum from students, alumni, parents, and its use in Curricular Design and Development

**Students** – Feedback is obtained from all students through feedback forms. The feedback is also received from meetings of students' council and farewell functions, where the teachers interact more closely with the students. Students also provide their feedback through suggestion boxes located in the college campus. From the students response sheet it has been observed that mainly students' demands are for provision of good canteen facility & keeping more stock of textbooks in Marathi language. They also asked for one more cooler for drinking water purpose. They are also expecting more use of ICT technique for teaching.

**Employers** – We had regular meetings with management & various issues like proposal of National conference, development of college building and college results are discussed. Management congratulated Principal & staff for getting best different sports, cultural program, NSS activities, and Management also suggested principal to improve college results by conducting special coaching for weak students & arrange guest lecturers for T.Y. B.Com. Students.

**Parents** – The feedback from the parents is obtained through questionnaires and personal interaction. In parent- teacher's meetings, parents suggested improving college infrastructure & providing personal attention to their wards. And also suggested to provided extra educational environment in college campus.

**Alumni** – Alumni meetings are conducted mostly at college levels where occasionally feedback on curriculum is obtained. In alumni meetings, it has been observed that alumni's are interested in attending college functions specially college gathering & cultural programme, NSS activities etc. Some of our alumni are interested in directing the Dance, One Act Play competition for youth festival. They suggested introducing new courses for the benefit of student's community.

The college has linkage with the neighborhood colleges and through personal interaction and questionnaires the feedback is obtained. Academic peers are invited by the college for various academic programmes such as college gathering & cultural programme, NSS activities, sports competitions, guest lectures and the issues concerning curriculum are discussed with them and feedback is obtained

*Annexure-III***Best Practices of the institution level as under****I) ICT based Teaching & Learning:-**

College has LCD projectors for student. Teachers are encouraged to make the use of it in the classroom for teaching purpose. Even students use LCD projector for power point presentation of their assignment work.

**II) Cordial Relationship with Stake Holders:-**

Institution has got cordial relations with all its stake holders. Employer, Staff, Student, Parents & Alumni Employer i.e. Management is very supportive & phone call away. Teaching as well as non teaching staff of the college is very dedicated & sincere. Sometimes they work on holidays & even after office hours to complete the assigned task. They look into the personal needs of students if required & are very committed towards their work.



**ANNEXURES - V****Proposed Examination Schedule -2014-15**

Examination / Result	Planning Period
Class Test 1 <sup>st</sup> , 3 <sup>rd</sup> & 5 <sup>th</sup> Semester (F.Y./S.Y./T.Y. B. Com.)	From 20 <sup>th</sup> Aug. to 23 <sup>th</sup> Aug. 2014
Additional Class Test(Medical Ground)	From 18 <sup>th</sup> Sep. to 22 <sup>th</sup> Sep. 2014

***Filling of ATKT, 1<sup>st</sup>, 3<sup>rd</sup> & 5<sup>th</sup> Sem. Exam form***

With regular fee	From 21 <sup>st</sup> Aug. to 1 <sup>st</sup> Sep. 2014
With late fee	From 2 <sup>nd</sup> Sep. to 9 <sup>th</sup> Sep. 2014
ATKT Examination (Possible Dates)	From 15 <sup>th</sup> Sep. 2014
1 <sup>st</sup> , 3 <sup>rd</sup> & 5 <sup>th</sup> Semester Exam. (Tentative Date)	From 29 <sup>th</sup> Sep. to 9 <sup>th</sup> Oct. 2014
Declaration of results	On 20 <sup>th</sup> Nov. 2014

***Diwali Vacation***

Additional examination (1 <sup>st</sup> & 3 <sup>rd</sup> Semester)	From 5 <sup>th</sup> Mar. to 15 <sup>th</sup> Mar. 2015 (Rs. 660/-)
Filling of Forms	From 16 <sup>th</sup> Mar. to 20 <sup>th</sup> Mar. 2015 (Rs.760/- with late fees)
Additional Examination (1 <sup>st</sup> & 3 <sup>rd</sup> Semester)	From 26 <sup>th</sup> Mar. to 6 <sup>th</sup> April 2015

***Christmas Vacation 25<sup>th</sup> Dec. 2014 to 1<sup>st</sup> Jan. 2015***

Class Test – 2 <sup>nd</sup> , 4 <sup>th</sup> & 6 <sup>th</sup> Semester	28 <sup>th</sup> Jan. to 31 <sup>st</sup> Jan. 2015
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***Filling of ATKT, 2<sup>nd</sup> & 4<sup>th</sup> Sem. Exam Forms***

With Regular Fee	01 <sup>st</sup> Feb. to 10 <sup>th</sup> Feb. 2015
With Late Fee	11 <sup>th</sup> Feb. to 16 <sup>th</sup> Feb. 2015
ATKT Examination (Possible Dates)	21 <sup>st</sup> Feb. to 24 <sup>th</sup> Feb., 2015
2 <sup>nd</sup> & 4 <sup>th</sup> Semester Exam (Tentative Date)	16 <sup>th</sup> March to 24 <sup>th</sup> March 2015
Declaration of Results	28 <sup>th</sup> April 2015

***Filling form 02<sup>nd</sup> May to 12<sup>th</sup> May 2015***

Additional examination (2 <sup>nd</sup> & 4 <sup>th</sup> Semester)	After 10 <sup>th</sup> June 2015
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*Summer vacation 1<sup>st</sup> May, 2015 up to 1<sup>st</sup> week of June, 2015*