

RULES AND PROCEDURE FOR ADMISSION

- i) Admission for B. Com. 1st year will be given on merit & as per Government reservation norms.
- ii) While getting admission, he/ She should have passed qualifying exam. or the exam. of same standard approved by Shivaji University.
- iii) He/ She should submit **a scanned true copy of 12thstd Mark Statement & a true copy of caste certificate(whenever applicable) while applying online for B. com I**
- iv) A student having passed 12th science and Professional courses of having 12th equivalence may also be admitted for B.Com –I.
- v) The student should submit admission form/Eligibility to the office at the time of admission to B.com. Part-I. **His/her admission will be considered temporary till he/she receives eligibility from Shivaji University.**
- vi) A student from Higher Secondary Board other than Higher Secondary Boards of Maharashtra state should produce **Leaving Certificate and Migration Certificate.**
- vii) Following documents should be delivered to the college by the student. at the time of actual admission:
 1. Admission/ eligibility form duly filled in all respect (email ID of student is compulsory) and Undertaking forms.
 2. Original mark-sheet of H.S.C and two true copies of the same.
 3. School Leaving certificate and its two true copies.
 4. True copy of S.S.C Mark list & Certificate.
 5. Recent I-Card size photograph. (Two Copies)
 6. Fee paying, E.B.C, PTC, HTC, BC and other fee concession students should pay their fees as given in the chart printed in prospectus. Following candidates belonging to B.C. category should not pay any fee except Rs. 10/- [for admission of fresh B.C. students only]
- viii) The students from Reserved Category should submit true copies of Caste Certificate approved by Tahsildar at the time of submission of application. If student fails to submit Caste Certificate, he/she will be treated as students of open category.
- ix) Handicapped students should submit certificate of being handicapped at the time of submission of application from Dist. Civil Surgeon.
- x) As per the Govt. rules 3% seat are reserved for Handicapped students.
- xi) As per the Govt. rules 30% seats are reserved for Women. If 30% women candidates are not available, the men candidates will be admitted on the same seat.
- xii)As per Govt. rules 5% seats are reserved for Ex service man students

- xiii) The candidates should complete the procedure of admission by paying admission fees within the time limit prescribed by the college.
- xiv) Notice regarding admission process will be displayed on the notice board/time to time or college website
- xv) A candidate should complete Part I within Six years from his/her first appearance. The said rule is applicable for part II as well as Part III of the degree course.

RULES FOR CANCELLATION OF ADMISSION

- 1) The student himself / herself should apply with the consent of parents for cancellation of admission.
- 2) If he/she wants to cancel admission before expiry of the first term, he/she will have to pay fees of the first term.
- 2) If he/she wants to cancel admission in the second term, he/she will have to pay tuition fee for the entire academic year.
