ADMISSIONS MANUAL

M.M College of Arts, N.M. Institute of Science, HRJ College of Commerce fondly called as Bhavan's College is a part of Bharatiya Vidya Bhavan located in the western suburbs of Mumbai. Bhavan's College was established in 1946 by Shri K. Munshji . Bhavans College is **an autonomous college** affiliated to Mumbai University and all courses are recognized by UGC.

VISION

- Integrated Development of Students to Empower them as citizens of India along the lines of Bharatiya Vidya envisioned by our founder Kulapati, Dr K.M. Munshiji.
- Ensuring professional competence, personal development through social equity thereby making core competencies socially and environmentally beneficial.

MISSION

- Grooming professionals by providing modern facilities for academic excellence, training in soft and vocational skills, so that they can meaningfully contribute to the building of the Nation.
- Achieving a holistic development of personality through education which in the view of Bharatiya Vidya Bhavan, is both modern and tradition so as "to motivate the weak, address the average and challenge the gifted".

OBJECTIVES

- Student development encouraged through Knowledge, Imagination and Innovation, thereby creating responsible global citizens.
- Linking studies with contemporary industry developments and applications. Encouraging creative and collaborative engagement in curricular and co/extra-curricular activities.

The college offers the following Undergraduate programs

In Aided Section
- Three Year Undergraduate Program in Arts, Commerce and Science.

In Unaided Section

- Three Year Undergraduate Bachelor of science program in Computer Science,
- Three Year Undergraduate Bachelor of science program in Information Technology
- Three Year Undergraduate Bachelor of science program in Biotechnology
- Three Year Undergraduate Bachelor of Arts program in Mass Media, and Communication
- Three Year Undergraduate Bachelor of commerce program in Accounting & Finance
- Three Year Undergraduate Bachelor of Management Studies program
- Three year Undergraduate **Vocational** bachelor of commerce in Retail Management

The college also offers the following Postgraduate programs

In Aided Section

- Two Year Postgraduate Program in Science leading to Masters degree in
  - Botany
  - Chemistry
  - Microbiology
  - Physics
  - Zoology

In Unaided Section

- Two Year Postgraduate Program in Science leading to Masters degree in
  - Botany
  - Chemistry
  - Microbiology
  - Physics
  - Zoology
  - Biodiversity &Wildlife conservation
- Two Year Postgraduate Program in Arts leading to Masters degree in
  - Economics
  - Psychology

With the advent of the national educational policy 2020 the college from the academic year 2023-24 will offer progressively the following :

In Aided section –

- **Three Year Undergraduate Program in Arts, Commerce and Science,**
- **Four Year Undergraduate Program in Arts, Commerce and Science with Honours/Research in the 4th year.**

In Unaided section

- Three Year Undergraduate Bachelor of science program in Computer Science,
- Three Year Undergraduate Bachelor of science program in Information Technology
- Three Year Undergraduate Bachelor of science program in Biotechnology
- Three Year Undergraduate Bachelor of Arts program in Mass Media, and Communication
- Three Year Undergraduate Bachelor of commerce program in Accounting & Finance
- Three Year Undergraduate Bachelor of Management Studies program
- Three year Undergraduate **Vocational** bachelor of commerce in Retail Management
- **Four Year Undergraduate Program in the above, with Honours / Research in the 4th year.**

ADMISSION POLICY

- **Bhavan's College is an autonomous college, affiliated to the University of Mumbai.**
- The entire admission procedure is conducted in accordance with guidelines as received from the University and policy decisions taken by the governing body of autonomous Bhavan's college .
- The college follows the reservation policy of the Govt for all its aided program and self financing
- Faculty wise admission committees are constituted under the charge of Vice-principal for each faculty, with fair representation of staff members belonging to reserved category
- The entire admission procedure is mostly conducted in accordance with guidelines as received from the University, in the form of circulars, indicating scheduled dates for acceptance of pre-admission forms, display of 1st, 2ndand 3rd merit lists and issuing admissions according to the merit lists though in some cases dates may be differ post autonomy.
- The College uses an ERP CC_MS system to have their entire admission process in an online digital mode .Thus candidates aspiring for admission to the College have to undergo first, the Registration process for University of Mumbai and fill up the Pre-admission Online form through the university website www.mum.digitaluniversity.ac.in **This has to be completed within the timeline given by the University**
- After registering with the University of Mumbai, registration with the college has to be done through the college website online portal www.bhavans.ac.in within the timeline prescribed.

- The duly filled Registration forms should be accompanied by the Pre-admission form of UoM and required documents viz. Std 10th and Std 12th Marksheets, Leaving Certificate, and Caste Certificate if applicable.
- The application forms are imported into the Institute's ERP system where the Application Forms and supporting documents are verified.
- After verification, the merit lists are generated and displayed on the website and notice boards of the college as per schedule decided.
- **The candidates whose names are within the merit list need to take their admission by paying their fees online through the fee paying portal displayed on the college/ERP website within the stipulated time span failing which they forfeit their seat**

NOTE:

1. In case of Online Admission process, the student does not have to visit the college during the entire admission process.
2. For the Aided Programs, admission is first granted to INHOUSE students, i.e. those who have completed the XIIth Standard from Bhavan's College, subject to the merit list.
3. For the Unaided Self-financing Programs, there is no preference for In house students and admissions are purely on merit as per merit list.

Admissions: Internal Progression in UG Programmes:

- Admission for Progression to higher classes is based on merit wrt to Preferences for optional subjects within the intake capacity.
- Counselling whenever necessary is offered for selection of Applied Component subjects and for electives which are offered.

Intake Capacity for the Aided and unaided Programmes:

Reserved for	Programme		
Category	F.Y.B.A	F.Y.B. Sc	F.Y .B.Com
No of sanctioned seats	**240**	**360**	**480**
SC 13%	31	47	62
ST 7%	17	25	34
DT (A) 2.5%	07	11	14
NT (B) 2.5%	06	09	12
NT © 0.2%	08	13	17
NT(D) 0.2%	05	07	10
OBC	46	68	91
3% Handicapped	07	10	14
3% Freedom Fighters / Sports /Transfer Cases	07	10	14

15% Management quota	36	54	72

Self Financing Courses and Programmes (SFC)

Programme	Faculty	%	Seats	Management	Open	OBC SBC	NT	SC	ST	Total Reserve
BMS 120	Arts	25	30	04	11	06	03	04	02	15
	Commerce	45	54	08	19	10	06	07	04	27
	Science Others	25 05	30 06	01		06 01	03 01	04 01	02 1/Nil	15 03
	Total	100	120	17	43	23	13	16	08	60
BAMMC 120		25	15	02	05	03	02	01	01	08
	Commerce	50	30	05	11	06	03	16	02	15
	Science	25	15	02	05	03	01	02	01	07
	Total	100	60	09	21	13	06	03	04	30
BSc (IT) 60	Science	100	35	05	12	07	04	05	02	18
BSc (BT) 35	Science	100	35	05	12	07	04	05	02	IS
BSc (CS) 60	Science	100	35	05	12	07	04	05	02	18
B.Com. (A & F) 60	Commerce	100	60	09	05	27	07	08	04	46
B.Com (Retail Management) 40	Commerce& Arts	100	40	06	34	00	00	00	00	00

Note:

i) 3% of seats in all the above programmes reserved for differently abled students (Handicapped)

ii) In BMS, under the category 'others' are included students who have passed their diploma in Engineering approved by DTE or its equivalent.

Bhavan's college Fees

The candidate while submitting their registration form will pay their registration fees and only those students who are admitted are requested to pay admission fee based on the Bhavans College fee structure.. Bhavan's College fee is different based on the courses and the duration of the courses.

Eligibility

Candidates should have passed Higher Secondary School Certificate (HSC) examination conducted by the Maharashtra State Board of Secondary and Higher Secondary Education, Mumbai, or equivalent examination in the Arts, Science or Commerce streams can apply for the Bhavans UG courses admission based on the eligibility criteria .

Course	Eligibility	Admission Criteria
Bachelor of Arts	A pass in Higher Secondary School Certificate (HSC) examination conducted by the Maharashtra State Board of Secondary and Higher Secondary Education, Mumbai, or equivalent examination. Must Secure Minimum 50% or above marks in aggregate.	Based on the Merit
B.Com & B.Com in Accounting & Finance		
Bachelor of Science		
Bachelor of Management Studies	A pass in 12th Std examination of the Maharashtra Board of Higher Secondary Education or its equivalent examination at one sitting. Or Diploma in any Engineering branches with 2 / 3 / 4 years duration after S.S.C conducted by the Board of Technical Education, Maharashtra State or its equivalent examination. Must secure not less than 50% marks (45% marks in case of Backward Class Candidates) in the qualifying examination.	
Bachelor of Arts in Mass Media & Communication	Must secure not less than 45% marks (40% marks in case of Backward Class Candidates) in the 12th examination	
Bachelor of Science in Information Technology		Based on the Merit
Bachelor of Science in computer Science		Based on the Merit
Bachelor of Science in Biotechnology		Based on the Merit

HIGHLIGHTS OF THE NEP 2020:

Qualification Type and Credit Requirements of the 4 Year Multidisciplinary Degree Program with Multiple Entry And Exit Options:

Level	Qualification Title	Min. credit requirements	Year and Semester
4.5	UG Certificate	44	1 year, 2 Semesters
5.0	UG Diploma	88	2 years, 4 Semesters
5.5	Bachelor's Degree	132	3 years, 6 Semesters
6.0	Bachelor's Degree - Honors	176	4 years, 8 Semesters
6.0	Bachelor's Degree - Research	176	4 years, 8 Semesters

Level 8	PG diploma (exit after first year of the 2 years master program)	36-40
Level 9	PG degree after 3 years of bachelors degree program (2 years)	72-80
Level 9	Master degree of 1 year (after obtaining 4 years bachelors degree honours/research)	36-40
Level 9	Integrated 5 years bachelors and master program	180-200
Level 10	Doctoral degree	Course work, thesis & published work

NOTE: LEVEL 7 IS B.VOC AND BACHELORS DEGREE IN ENGG AND TECHNOLOGY.

ADMISSION AND EXIT PATH:
   Year 1 for UG course:
- **Entry eligibility:** level 4 or grade 12 school leaving certificate
- **Exit 1 with award of level 5 certificate:** at the end of 1 year with **36-40 credit** additional an exit 10 credit bridge course lasting for 2 months including atleast 6 credit job specific internship/apprenticeship that would help the graduate acquire job ready competencies required to enter the work force

   Year 2 for UG course:
- **Entry 2 level 6:** eligibility certificate obtained after completing the first year of UG

- **Exit 2 :** award of level 6 diploma at end of 2 year with **72-80 credits** from level 5 to 6 , followed by an exit 10 credit NSQF COMPLIANT SKILL BASED COURSE LASTING FOR 2 MONTHS

Year 3 for UG Course:
- **Entry 3 level 7:** eligibility diploma obtained after completing 2 years of UG
- **Exit 3:** award of level 7 bachelor's degree at end of 3 year with **108-120 credits** from level 5 to7 , followed by an exit 10 credit bridge course

Year 4 for UG Course:
- **Entry 4 level 8:** minimum CGPA of 7.5 at the 3 year bachelor degree
- **Exit 4 :** award of level 8 bachelor's degree(honors/research) after 4 yrs with total of **144-160 credits** from level 5 to 8
- Students can enter or reenter only at the odd semester and can exit only after the even semester
- Reentry at various levels as lateral entrants in an academic program in the same or different institutions shall be only on the basis of the earned credits and proficiency test records

ACADEMIC BANK OF CREDITS
Through national level online facility that will help in credit accumulation, credit transfer and credit redemption so that the mobility of students across HEI will be facilitated.

PURSING TWO ACADEMIC PROGRAMS SIMULTANEOUSLY
- Students can pursue two full time academic programs in physical mode if class timings do not overlap
- They can pursue two programs one in physical mode and another in ODL Mode
- They can pursue two ODL/online programs

In case of ODL 60% of self learning material developed in house have to be selected and rest can be sourced from OER, SWAYAM and other approved agencies.

ADMISSIONS TO MASTERS PROGRAMMES:

- The College offers M.Sc. by Research and M.Sc. by Papers in Botany, Chemistry, Microbiology, Physics, Zoology, and Biodiversity, Wildlife Conservation and Management for its 10 aided and 10 unaided seats
- The merit list for admission are allocated on merit by the College from applications received from eligible candidates.
- If the number of applicants is high an entrance exam may also be conducted by the college, the date of which will be notified on the website.
- Applications received for M.Sc. Research Programs are processed at the Departmental level based on the available seats.
- From the Academic year 2022-23, the college has started M.A. in Economics and M.A. in Psychology.

- Admission to M.A. Economics is direct for B.A. Economics students. Students having completed B.Com. degree are required to give an entrance test for admission to the Masters programme

ADMISSIONS TO PH.D. PROGRAMMES:

- The College enrols students for Ph.D. Programmes in Botany, Chemistry, Microbiology and Zoology.
- The college RDC (Research and Development Cell) will conduct bi-annual entrance examinations for Ph.D. Programmes (PET) for the number of vacant seats, is published on the college website.
- The Research & Development Cell (RDC) of our College will arrange for the interviews for the eligible candidates after due scrutiny of the applications and College PET results. The interview panel is duly constituted as per the University Circular and the interviews are conducted within 30 days of the declaration of the PET results.
- After interviews, list of selected candidates is displayed on the notice board and College website, individual candidates are intimated and admitted to the programme.

CERTIFICATE COURSES:

The college conducts Certificate Courses in Vedic Maths, Python Programming, MS Office and Health Psychology and details of which will be displayed .

WILL INCLUDE DETAILS OF SUBJECTS FOR EACH PROGRAMME ONCE THEY ARE FINALISED.