



# **Tolani College of Commerce**

**Re-Accredited by N.A.A.C With 'A' Grade**

**(3<sup>rd</sup> Cycle) with CGPA of 3.03**

**Degree College**

**Bachelor of Management Studies (B.M.S.)**

**Prospectus 2021-2022**

## ABOUT THE PROGRAMME

The College started offering the BMS Program in the academic year 1999-2000. Students from arts, commerce and science streams are eligible to take admission to the BMS Program. The program is for students who have an aptitude for and interest in management studies. The College has one division with an intake capacity of 60 seats each in the first, second and third years of the Program. Students earn total Credits of 120 on successful completion of the Program.

## PROGRAMME DETAILS

First Year B.M.S.				
Sr. No:	Semester I	Credits	Semester II	Credits
1	Introduction to Financial Accounts	03	Principles of Marketing	03
2	Business Law	03	Industrial Law	03
3	Business Statistics	03	Business Mathematics	03
Ability Enhancement Compulsory Courses (AECC)				
4	Business Communication-I	03	Business Communication-II	03
Skill Enhancement Course				
5	Foundation Course – I	02	Foundation Course – II	02
Core Courses (CC)				
6	Foundation of Human Skills	03	Business Environment	03
7	Business Economics – I	03	Principles of Management	03
Total Credits		20	Total Credits	20
Total Credits in the First Year				40

Second Year B.M.S.				
Sr. No:	Semester III	Credits	Semester IV	Credits
Elective Courses: Students have to opt for any of the Groups				
Group A: Finance Electives				
1	Introduction to Cost Accounting	03	Financial Institutions & Markets	03
2	Corporate Finance	03	Strategic Cost Management	03
Group B: Marketing Electives				
1	Consumer Behaviour	03	Integrated Marketing Communication	03
2	Advertising	03	Rural Marketing	03
Group C: Human Resource Electives				
1	Recruitment & Selection	03	Human Resource Planning & Information System	03
2	Organisation Behaviour & HRM	03	Training & Development in HRM	03
Ability Enhancement Compulsory Courses (AECC)				
3	Information Technology in Business Management I	03	Information Technology in Business Management II	03
Skill Enhancement Courses (SEC)				
4	Foundation course – (Environmental Management) – III	02	Foundation Course – (Ethics & Governance) – IV	02
Core Courses (CC)				
5	Business Planning & Entrepreneurial Management	03	Business Economics – II	03
6	Accounting for Managerial Decisions	03	Business Research Methods	03
7	Strategic Management	03	Production & Total Quality Management	03
Total Credits		20	Total Credits	20

Third Year B.M.S.				
Sr. No:	Semester V	Credits	Semester VI	Credits
	Elective Courses (EC): Any one of the Groups*			
	Group A: Finance Electives			
1	Investment Analysis and Portfolio Management	03	International Finance	03
2	Commodity and Derivatives Market	03	Innovative Financial Services	03
3	Wealth Management	03	Project Management	03
4	Direct Taxes	03	Indirect Taxes	03
	Group B: Marketing Electives			
1	Service Marketing	03	Brand Management	03
2	E – Commerce and Digital Marketing	03	Retail Management	03
3	Sales and Distribution Management	03	International Marketing	03
4	Customer Relationship Management	03	Media Planning and Management	03
	Group C: Human Resource Electives			
1	Strategic Human Resource Management and HR Policies	03	HRM in Global Perspective	03
2	Performance Management and Career Planning	03	Organisational Development	03
3	Talent & Competency Management	03	HRM in Services Sector Management	03
4	Stress Management	03	Work-force Diversity	03
	Core Course (CC)			

5	Logistics and Supply Chain Management	04	Operation Research	04
Ability Enhancement Course (AEC)				
6	Corporate Communication & Public Relations	04	Project Work	04
Total Credits		20	Total Credits	20
Total Credits in the Third Year				40

\*In the Third Year, students must continue with the same Group that they had opted for in the Second Year of the Program

## ADMISSION PROCEDURE F.Y.B.M.S.

### Eligibility

Link to the University of Mumbai Eligibility Conditions:

<http://archive.mu.ac.in/courses/Faculty%20of%20Commerce.pdf>

### List of documents to be submitted for admission to first year of the Undergraduate Programs.

**Important Note:** Please note that under the current pandemic situation the dates for submission of physical copies of documents will be intimated based on Government of Maharashtra & University of Mumbai directives pertaining to relaxation of lockdown. Candidates and or their parents/guardians are requested not to visit the College till such time

**1. All students who wish to apply for any of the Undergraduate programs must submit the following on the dates intimated by the College:**

- a) Copy of the University of Mumbai Pre-admission Online Form (\*)
- b) Copy of the College Online Admission form (\*)
- c) Three photocopies of mark sheets of H.S.C./equivalent of XIIth std.examination.
- d) Photocopy of Leaving Certificate of H.S.C./equivalent of XIIth std.
- e) Photocopies of mark sheets & Passing Certificate of S.S.C./equivalent of Xth std.
- a) Photocopies of Certificate of Learning Disability (L.D.) & that of being Physically Challenged (if applicable).
- f) Photocopy of Blood Group Report.
- g) Photocopy of Aadhar Card.
- h) Photocopy of valid caste certificate, if belonging to any reserved category.

**2. Additional documents required from candidates applying under the Sindhi Linguistic Minority Quota:**

Affidavit on a stamp paper of Rs.100/- (Rupees One Hundred Only) , certified by a Notary stating that the candidate belongs to the Sindhi Linguistic Minority.

**3. Additional documents required from candidates having a gap of more than two years in their Education between passing the Xth std. equivalent examination and XIIth std. equivalent examination:**

Affidavit on a stamp paper of Rs.100/- (Rupees One Hundred Only), certified by a Notary stating the reason for the Gap of more than two years in the Education between passing the Xth std. equivalent examination and XIIth std. equivalent examination.

**4. Additional documents required from candidates who have passed H.S.C./ equivalent of XIIth std. from other than Maharashtra State Board:**

- a) Original and photocopies of mark sheets and Passing Certificate of H.S.C./equivalent of XIIth std. examination
- b) Original and two photocopies of Transference / Leaving Certificate.
- c) Original and two photocopies of Migration Certificate (In the event there is no practice of issuing Migration Certificate by the Board, the candidate shall produce a letter to this effect from the Board)

**5. Students belonging to SC, ST, DT, NT, OBC & SBC categories who wish to apply for scholarship/freeship are requested to bring the following documents and should contact Mr. Prakash Dalvi, superintendent before paying their fees:**

- a) Photocopy of Aadhar Card
- b) Photocopy of valid Caste Certificate (Maharashtra State Only)
- c) Income Certificate issued by Tahsildar's Office, Mumbai.
- d) Photocopy of Ration Card.
- e) Photocopies of mark sheets of examination of S.S.C./Xth std equivalent, H.S.C./XIIth std equivalent.
- f) Saving Bank Account in Union bank or Corporation bank has to be opened and the Account details have to be submitted.

**Note:**

1. Please carry the Original documents for verification purpose only.
2. (\*) Kindly upload photo (Max Size 115kb) and signature (Max Size 15-18kb). Mention the name in 'English' (As per H.S.C. mark sheet), Name in 'Devnagiri' (Marathi) should be strictly entered in the following format: (Surname- Name –Father's name - Mother's name) as the same cannot be changed/edited once entered in the pre-admission online enrolment form.
3. The admission will remain purely on PROVISIONAL basis till the receipt of confirmation of enrolment from University of Mumbai.

**Fees:**

**Note:** The College strictly adheres to the fee structure prescribed by University of Mumbai. Fees have to be paid online.

- **Admission Form & Prospectus Fees: Rs. 100/-.** To be paid at the time of online submission of Tolani College Form
- **Program Fees:** [Click here for the Program Fee Structure](#)

**P.S.** Fees are likely to be revised by the University of Mumbai / Government of Maharashtra.

**ATTENDANCE REQUIREMENTS**

As per the provisions in the University ordinance issued from time to time

**EXAMINATION & EVALUATION**

As per the directives of University of Mumbai, the Choice Based Credit, Grading and Semester Systems will be followed.

The Degree Programme will comprise of Six Semesters spread over three years. Each Year will consist of two semesters.

The students will be briefed about the details of the Choice, Grade and Semester system at the commencement of the academic year.

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