

Tolani College of Commerce

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

(3rd Cycle) with CGPA of 3.03

Degree College

Bachelor of Commerce (B.Com.)

Prospectus 2021 – 2022

BACHELOR OF COMMERCE PROGRAM

ABOUT THE PROGRAM

The College right from inception in 1989 is offering the B.Com. program. The curriculum has commerce, management, accounting, finance, business economics, business law, business communication and business mathematics related courses. This prepares the student for careers in many sectors and also for self-employment. There are four divisions of 120 seats each in the first, second and third years of the Program in the College. Students earn total Credits of 120 on successful completion of the Program.

The Courses that are part of the curriculum prescribed by the University and offered by the College:

First Year B.Com.				
Sr. No:	Semester I	Credits	Semester II	Credits
1.	Commerce- I: Introduction to Business	03	Commerce- II: Service Sectors	03
2.	Business Economics-I	03	Business Economics-II	03
3.	Accountancy & Financial Management-I	03	Accountancy & Financial Management-I	03
4.	Business Communication-I	03	Business Communication-II	03
5.	Foundation Course-I	02	Foundation Course-II	02
6.	Environmental Studies -I	03	Environmental Studies -II	03
7.	Mathematical & Statistical Techniques-I	03	Mathematical & Statistical Techniques-II	03
	Total Credits	20	Total Credits	20
Total Credits in the First Year				40

In the Second and Third years of the B.Com. Program, the College is offering Financial Accounting & Auditing Group

Second Year B.Com.				
Sr. No:	Semester III	Credits	Semester IV	Credits
Compulsory Courses				
1.	Commerce- III: Management - Functions & Challenges	03	Commerce- IV: Management-Production & Finance	03
2.	Business Economics-III	03	Business Economics-IV	03
3.	Accountancy & Financial Management-III	03	Accountancy & Financial Management-IV	03
4.	Foundation Course-III	02	Foundation Course-IV	02
5.	Business Law-I	03	Business Law-II	03
6.	Financial Accounting & Auditing-V: Introduction to Management Accounting	03	Financial Accounting & Auditing-VI: Auditing	03
Ability Enhancement Courses: The student has to opt for any one of the following*				
7.	Advertising-I	03	Advertising-II	03
	Travel & Tourism Management- I		Travel & Tourism Management- II	
	Company Secretarial Practice-I		Company Secretarial Practice-II	
	Total Credits	20	Total Credits	20
Total Credits in the Second Year				40

***Students have to exercise the option in Semester III and have to continue with the same option in Semester IV**

Third Year B.Com				
Sr. No:	Semester V	Credits	Semester VI	Credits
Compulsory Courses				
1.	Commerce- V: Marketing	03	Commerce- VI: Human Resource	03

			Management	
2.	Business Economics-V	03	Business Economics-VI	03
3.	Financial Accounting & Auditing-VII: Financial Accounting	04	Financial Accounting & Auditing-IX: Financial Accounting	04
4.	Financial Accounting & Auditing-VIII: Cost Accounting	04	Financial Accounting & Auditing-X: Cost Accounting	04
Ability Enhancement Courses* (Any one of the two Groups)				
5.	Group A) Export Marketing -I Group B) Direct & Indirect Taxes-I	03	Group A) Export Marketing -II Group B) Direct & Indirect Taxation-II	03
and				
6.	Group A) Marketing Research-I Group B) Computer Systems & Applications-I	03	Group A) Marketing Research-II Group B) Computer Systems & Applications-II	03
	Total Credits	20	Total Credits	20
Total Credits in the Third Year				40

*Students who select Group A have to study Export Marketing-I and Marketing Research-1 in Semester V and Export Marketing-II and Marketing Research-II in Semester VI.

Students who select Group B have to study Direct & Indirect Taxes-I and Computer Systems & Applications-I in Semester V and Direct & Indirect Taxation-II and Computer Systems & Applications-II in Semester VI

****Note that students must exercise the option in Semester V and have to continue with the same option in Semester VI**

ADMISSION PROCEDURE

F.Y.B.Com.

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.
