



Knowledge is Supreme

**Tolani College of Commerce (Autonomous)**

**Re-Accredited (3rd Cycle) by N.A.A.C.  
with 'A' Grade CGPA of 3.03**

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

**Prospectus A.Y. 2022 - 2023**



## ABOUT THE PROGRAM

The College started offering the B.M.S. Program in the academic year 1999-2000. Students from arts, commerce and science streams are eligible to take admission to the B.M.S. 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 have to earn a total of 132 credits for the award of the degree.

### The courses that are part of the curriculum:

<b>First Year B.M.S.</b>				
<b>Sr. No:</b>	<b>Semester I</b>	<b>Credits</b>	<b>Semester II</b>	<b>Credits</b>
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
<b>Total Credits of Semester - I and Semester - II</b>				<b>40</b>
<b>Additional Credits to be earned (Value added certificate course/capacity building and skill enhancement courses)</b>				<b>04</b>
<b>Total Credits for the First Year</b>				<b>44</b>

<b>Second Year B.M.S.</b>				
<b>Sr. No:</b>	<b>Semester III</b>	<b>Credits</b>	<b>Semester IV</b>	<b>Credits</b>
	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
<b>Total Credits of Semester - III and Semester - IV</b>				<b>40</b>
<b>Additional Credits to be earned (Value added certificate course/capacity building and skill enhancement courses)</b>				<b>04</b>
<b>Total Credits for the Second Year</b>				<b>44</b>

<b>Third Year B.M.S.</b>				
<b>Sr. No:</b>	<b>Semester V</b>	<b>Credits</b>	<b>Semester VI</b>	<b>Credits</b>
	Elective Courses (EC): Any one of the Groups*			
	Group A: Finance Electives			
1	Investment Analysis & Portfolio Management	03	International Finance	03
2	Commodity & 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 & Digital Marketing	03	Retail Management	03
3	Sales & Distribution Management	03	International Marketing	03
4	Customer Relationship Management	03	Media Planning & Management	03
	Group C: Human Resource Electives			
1	Strategic Human Resource Management & HR Policies	03	HRM in Global Perspective	03
2	Performance Management & Career Planning	03	Organisational Development	03
3	Talent & Competency Management	03	HRM in Services Sector Management	03
4	Stress Management	03	Workforce Diversity	03

	Core Course (CC)			
5	Logistics & 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
<b>Total Credits of Semester - V and Semester - VI</b>				<b>40</b>
<b>Additional Credits to be earned (Value added certificate course/capacity building and skill enhancement courses)</b>				<b>04</b>
<b>Total Credits for the Third Year</b>				<b>44</b>

\*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. BACHELOR OF MANAGEMENT STUDIES**

**Eligibility**

Link to the University of Mumbai Eligibility Conditions:

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

**The admission process is online. Click on the following link for the admission process:**

<https://tcc.tolani.edu/wp-content/uploads/2022/06/Admission-Notice-to-First-Year-Undergraduate-Programs-for-A.Y.-2022-2023-1-1.pdf>

**First Year B.M.S. Admission Fees: Fees to be paid online.**

PROGRAM	INR *(Inclusive of Rs. 100/- for the Admission Form)
<b>FIRST YEAR B.M.S.</b>	<b>22,808</b>

**P.S. : Fees are subject to revision.**

**\* Admission Form fees to be paid online at the time of filling the Online Admission Form.**

- 1. Students from other than Maharashtra State Board have to pay additional fees for Document Verification fees - Rs. 400/- and Eligibility fees - Rs. 320/-**
- 2. Additional Fees have to be paid for the value-added certificate course/capacity building and skill enhancement courses for earning the additional credit, which is compulsory.**
- 3. Foreign students will have to pay five times the fees mentioned in the above table.**

**I. After completion of the online admission process students have to submit the following documents on the dates intimated by the College.**

- a) Copy of the College Online Admission form.
- b) Three photocopies of mark sheets of H.S.C./equivalent of XIIth std. examination.
- c) Photocopy of Leaving Certificate of H.S.C./equivalent of XIIth std.
- d) Photocopies of mark sheets & Passing Certificate of S.S.C./equivalent of Xth std.
- e) 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.

**II. 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.

**III. 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:**

- a) 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.
- b) 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 one year in the Education after passing the XIIth std. equivalent examination.

**IV. 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)

**V. 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. Magan Purabia - Head Clerk in Admin Office 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 any nationalised bank or post office 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.

## **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 Program will comprise of Six Semesters spread over three years. Each Year will consist of two semesters. In each semester for each course, there will be a continuous evaluation for 40 marks and semester end examination for 60 marks.
- Students have to earn 2 additional credits in every semester by successful completion of value added certificate course/capacity building and skill enhancement courses offered by the College.
- The students will be briefed about the details of the Choice, Grade and Semester system at the commencement of the academic year.

For details about the Library resources, Co & Extra–Curricular activities, Infrastructure and facilities please visit other section of the College website.

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