



Prahladrai Dalmia Lions College of Commerce & Economics
(Government Aided & Affiliated to University of Mumbai & AICTE, New Delhi)
NAAC Re-accredited with 'A' Grade (III Cycle) ISO 21001:2018 Certified
University of Mumbai Recognised Research Centre in Accountancy, Commerce & Business Economics
A Government Approved Hindi Linguistic Minority Institute
53 Years of Sterling Performance in Education

NOTICE FOR COMMUNITY EDUCATION PROGRAMME
B. COM. (Accounting & Finance), SEM. IV, MARCH, 2026.

As per the University of Mumbai guidelines under NEP 2020, all undergraduate students of Second Year are required to complete a **Community Engagement Programme (CEP)** in Semester IV. The programme aims to connect classroom learning with real community issues, enabling students to develop social awareness and responsibility also to foster linkages between higher education institutions and social organisations, government bodies, and NGOs for meaningful engagement.

Instructions:

1. Credits & Duration:

- CEP carries **2 credits**.
- **Minimum 2–3 field visits are compulsory.**
- **Minimum 5-8 interactions with their guide relating to CEP.**

2. Interaction with Mentor:

- Students must meet their faculty guide at least **5 times** before the submission of his project to get guidance and discuss his project.
- Submission of this diary along with signature of his guide is **mandatory** along with the project. **If the guide does not sign the diary then the project will not be accepted.**
- **Format of Guide Interaction Diary is attached herewith.**

3. Report Format:

The Field Project Report must be:

- Typed on **A4 size**, Times New Roman, font size 12, 1.5 spacing on executive bond paper.
- **Minimum 20 pages.**
- Spiral bound
- **Submitted separately by each student of the group**

4. Structure:

1. Title Page (Report title, student name, roll no., program, guide name, submission month and year)
2. Certificate (Institute & Mentor) (Attached herewith)
3. Student's Declaration (Attached herewith)
4. Acknowledgement (Attached herewith)
5. Abstract: A brief summary of the field visit, key observations, and main conclusions (200–300 words)
6. Table of Contents: Include headings and subheadings with page numbers
7. List of Figures & Tables: List all figures and tables included in the report with corresponding page numbers.
8. Chapters:
 1. Introduction (objectives, background information, scope)
 2. Literature Review
 3. Methodology
 4. Description of the community interactions, Observations and Analysis (**Use photographs, diagrams, and sketches, etc. to support the descriptions**).
 5. Conclusion & Recommendations
9. References (APA/MLA format)
10. Appendices (interviews, data, documents etc.)
- 11. SUGGESTIVE LIST OF PROJECT TOPICS IS ATTACHED ALONG WITH THE NOTICE.**

Students must adhere strictly to the above instructions. Non-compliance may lead to rejection of the report.

5. Evaluation:

- **Internal (20 marks):** Attendance, Community interactions completion and interaction with supervisor (10 marks) and Overall Report quality (10 marks)
- **External (30 marks):** Objectives, Literature Review, Methodology, Data Analysis, Conclusion and Recommendations (15 marks), Overall Project Report Structure and Style (5 marks) and Presentation Skills & Communication (10 marks).

Report submission date: 13 th March, 2026.

Mr. Pankaj Jain
BAF Coordinator

Ms. Subhashini Naikar
Vice Principal, SFC

Prof. (Dr.) D. N. Ganjewar
Principal

Sr. No.	Name of the Topic
1	Community projects on Mangrove conservation, tree plantation, and eco-awareness campaigns
2	Engagement in guided biodiversity trails and sustainability education campaigns
3	Assistance in slum-based education and nutrition programs for children
4	Improve public spaces and civic hygiene through youth-led volunteering
5	Use digital skills to implement socially impactful tech projects

GUIDE INTERACTION DIARY FORM (to be maintained by each student)

I, the undersigned Ms. /Mr. _____
Roll No. _____, currently enrolled in the _____ Year
of _____ Full-time Program _____ at _____ institute/
college, am undertaking my Community Engagement Project work under the guidance of
Dr./Ms./Mr. _____, and I hereby confirm that I have met
my Internal guide on the following dates mentioned below for Project Guidance:-

Sr.No.	Date	Signature of the Internal Guide

Signature of the Candidate

Signature of Internal Guide



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Certificate

I hereby certify that Mr./Ms. _____, Student of
_____ Institute studying in
_____, has completed a Community Engagement Programme titled
_____ in the area of
_____ specialization for the academic year 2025-2026.

To the best of my knowledge the work of the student is original and the information included in the project is correct.

Internal Guide

Head of the Department

Principal

Declaration by the student

I, Mr./Ms. _____ Student of
_____ Institute studying in
_____, hereby declare that I have completed Community
Engagement Programme the entitled _____ during the
academic year 2025-2026.

The report work is original and the information/data included in the report is true emerging from the primary and/ secondary data gathered and analyzed as part of this project.

Due credit is extended on the work of Literature/Secondary Survey by endorsing it in the Bibliography as per prescribed format.

Signature of the Student with Date

Name of Student

ACKNOWLEDGEMENT

To list who all helped me is difficult because they are so numerous and the depth is so enormous.

I would like to acknowledge the following as being an idealistic channel and fresh dimension and completion of project.

I take this opportunity to thank the **University of Mumbai** for giving me the chance to do this project.

I would like to thank my **Principal Prof. (Dr.) D. N. Ganjewar** and our **Vice-Principal Ms. Subhashini Naikar** for providing the necessary facilities required for completion of this project.

I take this opportunity to thank our **coordinator Mr.Pankaj Jain** for his moral support and guidance.

I would also like to express my sincere gratitude towards my project guide
_____ whose guidance and care made the project successful.

I would like to thank my **college library** for having provided various reference books and magazines related to my project.

Lastly I would like to thank **each and every person** directly or indirectly who helped me in the completion of the project, especially my **Parents and my peers** who supported me throughout my project.