Prahladrai Dalmia Lions College of Commerce & Economics

Policy Title: **Admission Policy**

01. Our Vision

'To groom the students as icons of tomorrow, potentially contributing to commerce, trade and industry; progress and development of the society, keeping in mind, at the same time, the values of humanity and social responsibility.'

02. Our Mission

'Providing quality commerce education, using innovative teaching methods and ensuring holistic development of students who will serve through value-based business practices.'

03. Scope

All applicants for courses at Prahaladrai Dalmia Lions College of Commerce and Economics are subject to this policy. All laws and regulations of the University of Mumbai are relevant because the institute is affiliated with it.

04. Policy Statement

The Prahladrai Dalmia Lions College of Commerce & Economics is dedicated to providing all students with high-quality instruction. If a person meets the University of Mumbai's eligibility requirements, admission will not be rejected. We are committed to "*Providing quality commerce education, using innovative teaching methods and ensuring holistic development of students who will serve through value-based business practices.*"

05. Procedures & Guidelines

General principles:
1. Students are given equal chances and have their educational requirements met by the policy and processes.
2. All applications are processed in compliance with the policies and practices for student admissions.
3. According to government regulations and practices, scholarships are awarded to qualified students.
4. Admissions are made solely on the basis of merit while adhering to Maharashtra government regulations on reservation.
5. Any program for which students have been admitted may be canceled by the College in accordance with its policies.

Procedure: The following standards were established by the University of Mumbai.

1. B.Com. from University of Mumbai is in accordance with the results of the Class 10+2 exams, admission is granted for a variety of specialties.
2. In compliance with the various applicant categories, the University releases three merit lists.
3. Dates for document verification and admission are announced following the publication of the merit lists.

Following steps are to be followed for the same:

Step 1 : University Of Mumbai Online Registration

1. Visit to the Mumbai University website http://mum.digitaluniversity.ac & fill the Pre-Admission Online Form & take the printout.

Step -2: College Admission Form

1. Students are advised to fill the college online form by paying admission form fees of Rs. 100/- and upload the following documents for admission :
   i) HSC Mark sheet
   ii) Leaving Certificate

Step 3 : Submission of Admission Form – For Pre Admission (Before Merit List is displayed

Student should submit the following documents at the time of admission form submission:-

1. College Online (printed) Admission Form.
2. College online Google Admission Form printout copy.
3. University Pre Admission online Form printout.
4. HSC Online/Actual Marksheet Xerox.
5. Xerox copy of Caste certificate, Sports & Cultural Activities Certificate & other Reservation Quota Certificate,
6. If applicable.(Sports quota applicable only for sports played on District/ State/ National Level in School or Junior College)
7. 2 Photocopies of HSC Marksheet, 1 photocopy of Aadhar Certificate (Self-attested).
8. Photocopy of Leaving Certificate as per schedule.

Step 4 : Declaration of Merit List & Fees Payment (Schedule awaited from the University of Mumbai)

1. **Verification of Documents and Admission** (shall strictly follow the Merit list announced in accordance with the University of Mumbai's schedule.)

   List of documents for Document Verification are as follows:
   i) Printout of College Online Admission Form.
   ii) University Pre-enrolment online Form printout copy.
   iii) HSC Mark sheet Xerox.

iv) Xerox copy of Caste Certificate, Sports & Cultural Activities Certificate & other Reservation Quota Certificate,

If applicable (Sports quota applicable only for sports played on District/ State/ National Level in School or Junior College).

v) HSC Original Marksheet

vi) Photocopy of Leaving Certificate

Step 5 : Payment of Fees – (Fee structure as per the directives given by the University of Mumbai.)

The student should bring a printout of the downloaded receipt to college with them so that they can present it as identification when issuing their Library Card and College ID.

Eligibility criteria for the programmes offered by the Institution:

1. **Bachelor in Commerce - BCom:**

   Based on the merit of Class 10+2 exams

   The candidate should have passed H.S.C (XII std) Examination of the Maharashtra Board of Higher Secondary Education or its equivalent.

2. **Bachelor of Commerce (Accounting & Finance) - BAF :**
   The candidate should have passed H.S.C (XII std) Examination of the Maharashtra Board of Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate at first attempt (40% in case of reserved category).

3. **Bachelor of Arts in Multimedia and Mass Communication – BAMMC:**
   The candidate should have passed H.S.C (XII std) Examination of Maharashtra State Board of Secondary & Higher Secondary Education or its equivalent Examination in Arts, Commerce or Science Streams. Stream wise weightage to be given is as under:

Stream	Arts	Commerce	Science
Percentage	50% Seats	25% Seats	25% Seats

4. **Bachelor of Commerce (Banking & Insurance) – BBI**:
   The candidate should have passed H.S.C (XII std) Examination of the Maharashtra State Board of Secondary and Higher Secondary Education, or its equivalent and secured not less than 45% marks in aggregate (40% in the case of reserved category candidates) at one and the same sitting.

5. **Bachelor of Commerce (Investment Management) – BIM:**
   The candidate should have passed H.S.C (XII std) Examination of the Maharashtra State Board of Secondary & Higher Secondary Education or an examination recognized as equivalent thereto and secured not less than 45% marks in aggregate at (40% in case of reserve category) one and the same sitting.

Any student from another University or Board of Secondary or Intermediate Education or any other Statutory Examining Body must read University O.111 as given in the admission guidelines of the College Prospectus.

6. **Bachelor of Management Studies – BMS:**

The candidate should have passed H.S.C (XII std) Examination of the Maharashtra Board of Higher Secondary Education or its equivalent examination

OR

Passed Diploma in any Engineering branches with two years or three years duration after S.S.C. conducted by the Board of Technical Education, Maharashtra State or its equivalent examination.

By securing minimum 45% marks for General Category (in one attempt) at the respective Examination and minimum 40% marks for the Reserved Category (in one attempt).

Students from the Arts, Commerce, and Science Streams are given more weight when determining the merit list at the 12th grade level. The weighting for each stream is as follows:

Stream	Commerce	Arts	Science	Diploma in Engineering and Other
Percentage	45%	25%	25%	5%

The College accepts and processes applications in accordance with each stream independently, and the merit list is shown with consideration for the Maharashtra government's stipulated Reservation Policy.

7. **Bachelor of Science (Information Technology) – BSc IT:**
   a. The candidate should have passed H.S.C (XII std) Examination of the Maharashtra Board of Higher Secondary Education or its equivalent with Mathematics and Statistics as one of the subjects.
   b. The candidate should have passed Diploma (Three years after S.S.C. - Xth Std.) in Information Technology/ Computer Technology/ Computer Engineering/Computer Science/ Electrical, Electronics and Video Engineering and Allied Branches/Mechanical and Allied Branches/ Civil.
   c. Allied branches are eligible for direct admission to the Second Year of the B.Sc. (I.T.) degree program.

   The Board of Technical Education or another recognized government body shall, nevertheless, acknowledge the Diploma. Applicants in the Open Category must earn a minimum of 45% overall, while applicants in the Reserved Category must earn a minimum of 40% overall.

Candidates with post HSC-Diploma in Information Technology/Computer Technology / Computer Engineering / Computer Science/ and Allied branches will be eligible for direct admission to the Second Year of B.Sc. (I.T.). However, the Diploma should be recognized by the Board of Technical Education or any other recognized Government Body

The minimum marks required 45% aggregate for Open Category candidates and 40% aggregate for Reserved Category candidates.

8. **Master of Commerce – MCom:**

A candidate must have passed the examination for the degree of Bachelor of Commerce from this University (three-year integrated course), Bachelor of Commerce (Accounting and Finance), or Bachelor of Commerce (Old Course) in order to be eligible for admission to the Master of Commerce program.

OR

B.Com. (Banking and Insurance)

OR

B.M.S. degree examination

OR

an examination of any other University recognized as equivalent thereto.

OR

B.M.M. degree examination (only for Management Specialization subjects) at the M.Com. Degree levels.

a. The merit list must be created and presented by stream-wise.
b. The available seats must be split equally between the two streams, if no applications are received from any stream.
c. If any seats assigned to one stream remain unfilled after the initial merit list has been shown, those seats will be allocated evenly amongst the other two streams. If there is only one Open seat or an odd number of seats in one stream, the Arts Stream will receive that seat. All Open seats from those two streams must be shifted to the third stream if no applications are received from those two streams.
d. Step (c) be repeated for the subsequent merit lists till all the forms are exhausted or the final merit list is displayed, whichever is earlier.

PLEASE NOTE: Admissions for all programs will be made solely on the basis of merit while adhering to the Maharashtra government's regulations regarding Reservation.

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Policy Details

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Policy Approved by IQAC :

IQAC Chairperson & Principal : Dr. Kiran Mane

(Name and signature)

Date : 22 Mar 2023

College Seal :