

DAAR-UL-REHMAT TRUST'S

A. E. KALSEKAR DEGREE COLLEGE

Permanently Affiliated to University of Mumbai
Accredited by NAAC with B++ Grade (Cycle I)
ISO certified 9001:2015



Prospectus 2023-24

AIDED

Our Vision

رَبِّ زِدْنِي عِلْمًا

“O My Lord! Increase me in Knowledge.”

(Surah Taha 20:114)

رَبِّ اشْرَحْ لِي صَدْرِي

“O Rabb Open for Me My Heart.”

(Surah Taha 20:25)

Our Mission

“Achieving academic excellence by providing self development opportunities, inculcating right moral and social values and developing responsible citizenship.”



**Daar-Ul-Rehmat Trust's
A. E. KALSEKAR DEGREE COLLEGE**

PERMANENTLY AFFILIATED TO
University of Mumbai

ACCREDITED BY
NAAC WITH 'B++' GRADE (Cycle I)
ISO CERTIFIED 9001 : 2015



Near Bharat Gear Factory, Kausa, Post Dawla, Mumbra, Thane - 400 612

Ph. : (0) 77188 49040

Email : admin@aekalsekarcollege.ac.in, principal@aekalsekarcollege.ac.in

<https://aekalsekarcollege.ac.in>

Daar-Ul-Rehmat Trust's
A. E. KALSEKAR DEGREE COLLEGE

Courses Offered

Courses Offered	Duration
Regular Courses Bachelor of Commerce (B.A) Bachelor of Commerce (B.Com) Bachelor of Science (B.Sc.)	Three Years Three Years Three Years
Self Finance Courses Bachelor of Management Studies (BMS) Bachelor of Science (Information Technology) Bachelor of Commerce (Banking & Insurance) Bachelor of Commerce (Accounting & Finance)	Three Years Three Years Three Years Three Years
M.Com M.Com (Advance Accounting) M.Com (Business Management)	Two Years Two Years

SKILL DEVELOPMENT CENTRE

Add-on Courses

1. Certificate Course in Tours and Travel Management
2. Certificate Course in Computer Application

Short Term Courses

- ❖ Career Oriented Courses
- ❖ Self & Personality Development
- ❖ Language Courses
- ❖ Online NPTEL Course

Daar-Ul-Rehmat Trust's
A. E. KALSEKAR DEGREE COLLEGE

ABOUT THE TRUST

The Trust was founded in 1986 with the noble object of bringing up orphan girls & looking after their education and proper inhabitation and also with the object of facilitating education at moderate expense to the student specially girls of Muslim Community. In pursuance to the object, the Trust started a number of schools & colleges (list is given on the back cover) .A.E KALSEKAR DEGREE COLLEGE belongs to the family of institutions managed by the Trust. Nearly 15000 plus students receive education through these institutions.

ABOUT THE COLLEGE

A.E. Kalsekar Degree college was started by Daar-ul-Rehmat Trust at Kausa. The college is a religious linguistic minority institute and has 2(f)&12(B) status. It is permanently affiliated to University of Mumbai. The college commenced its journey with the faculty of Arts and Commerce in 2001. The faculty of Science was introduced in 2004-05. The college started BBI, BMS, B.Sc(IT) in later years. UG Course - BAF & PG Course - M.Com were introduced in 2020-21. The college conducts various short term and add-on courses under Skill Development Centre (certificate courses affiliated to FICSI were introduced in the year 2020-2021). The college has beautiful campus with spacious building and state of the art infrastructure. It is well known for quality education. There was no College in the predominantly minority population of Kausa - Mumbra. Student of this area, faced difficulties in getting admission to the colleges which were mostly situated in Thane-Mumbai region. Moreover they had to face hardship commuting by the overcrowded trains. Many girl students had to drop out of college due to lack of facilities for higher education in the locality .This lacuna was overcome by the establishment of this college. The commencement of this college in 2001 was the realization of a dream of selfless and dedicated trustees. The College is accredited with B++ Grade by NAAC (Cycle I) and also has ISO Certification 9001 : 2015. Apart from academics, the college provides number of opportunities to nurture student's extracurricular talents.

MISSION STATEMENT:

"Achieving academic excellence, by providing self development opportunities, inculcating right moral and social values and developing responsible citizenship."

GOALS & OBJECTIVES:

1. To impart quality education that would prepare the student to face challenges with confidence
2. To impart moral & human values of truth, righteousness, discipline, hard work & team spirit.
3. To support education that would be secular, liberal and progressive yet respect the cultural plurality.
4. To develop spirit of inquiry, scientific temperament and pursuit of knowledge among students & faculty.
5. To sensitize the student and create a sense of responsibility towards social and environmental conditions.

LOCATION OF COLLEGE:

The college is situated in the picturesque surrounding, near Bharat Gear Factory, off Old Mumbai-Pune road on the outskirts of Kausa. It is 3 km away from Mumbra railway station on the central line. The public transport facilities are also available to and from Thane, Mumbra station, Panvcl, Kalyan & New Mumbai . The college thus can cater to the needs of the students living in the wide stretch of areas.

Daar-UL-Rehmat Trust's

A. E. KALSEKAR DEGREE COLLEGE

AIDED

MODE OF PAYMENT FOR FEES

- Demand Draft (DD in favour of " DRT's A. E. Kalsekar Degree College)
- Debit / Credit Card
- Online Banking
- NEFT/ IMPS

Account Name : DRT's A. E. Kalsekar Degree College

Account No. : Account No. : 7317500958

Bank Name : Bank Name : Indian Bank

Branch : Mumbra Branch

Branch IFSC : IDIB000M216

Academic Term 2023- 2024

(AS PER UNIVERSITY CIRCULAR NO. AAMS (UG) / 33)

1st Term	: Mid June 23 to Mid October 23
2nd Term	: 1 st Week of November 23 to Last week of April 24
Mid Term Break	: 3 rd Week of September 23 to 4 th Week of September 23
Christmas Vacation	: 25 th December 23 to 31 st December 23
College Timing	: 7.30 AM to 3.30 PM
Office Timing	: 9.30 AM to 4.30 PM
Timing to Meet Principal	: 12.00 Noon to 1.00 PM
Library Timing for students	: 7:30 AM to 4:00 PM

Public Holidays as per Government Notifications

NOTE: Holidays may announced with prior notice to student & staff

B. A. (THREE YEAR INTEGRATED COURSE)

FEES STRUCTURE FOR B.A.

CLASS	FEES	CLASS	FEES	CLASS	FEES
F.Y.B.A	6818	S.Y.B.A	6198	T.Y.B.A	6548

Eligibility

Name of the Course	Ordinance No	Minimum Admission Requirements	Duration	Circular No.
Bachelor of Arts	0.2138	<p>As per the University Ordinance Number : 0.2138 Eligibility Criteria of program which you are applying is as follows.</p> <p>A candidate for being eligible for admission to the three year integrated course leading to the degree of Bachelor of Arts must have passed the Higher Secondary School Certificate (Std. XII) examination conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education with the following subjects 1. English 2. Any one of the Modern Indian Languages or Modern Foreign Languages or any classical Language or Information Technology. 3. Any four subjects carrying 100 marks each. OR</p> <p>Must have passed the Higher Secondary School Certificate (Std. XII) examination with vocational subject conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education with the following subjects:-1. English 2. Any one vocational subject carrying 200 marks prescribed by the Board from time to time. 3. Any three subjects carrying 100 marks each. OR</p> <p>Must have passed the Higher Secondary School Certificate (Std. XII) examination with the Minimum Competency based vocational courses conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education with the following subjects :-1. English 2. Any one of the Modern Indian Languages or Modern Foreign Languages or Classical Language or Information Technology 3. General Foundation Course. 4. Any one subject carrying 300 marks from among the Minimum Competency based vocational courses prescribed by the Higher Secondary School Certificate examination from time to time. OR</p> <p>Must have passed an examination of another University or Body Recognized as equivalent thereto.</p>	Three Years	No. UG / 142 of 2010, Dated 1 st July 2010

Subjects

F.Y.B.A	S.Y.B.A	T.Y.B.A
Sem I & II	Sem III & IV	Sem V & VI
<p>A.Compulsory Subject</p> <p>1.Foundation Course</p> <p>2.Communication Skills</p> <p>Any One Language</p> <p>3.Urdu/Hindi</p> <p>B.Optional Subject (Select anyone)</p> <p>Grp-1: History/ Urdu / Islamic Studies</p> <p>Grp-2: English/Political Science/ Economics</p> <p>Grp-3:History/Political Science/English</p> <p>Grp-4:Economics/History/Islamic Studies</p>	<p>A.Compulsory Subject</p> <p>1. Foundation Course</p> <p>2. Mass Communication</p> <p>Any One Language</p> <p>3.Urdu/Hindi</p> <p>B.Optional Subject (Same as in FY)</p> <p>Grp-1: History/ Urdu / Islamic Studies</p> <p>Grp-2: English/Political Science/Economics</p> <p>Grp-3:History/Political Science/English</p> <p>Grp-4:Economics/History/Islamic Studies</p>	<p>Any of the following combination of Two</p> <p>Group of 3 papers</p> <p>1. History and Urdu</p> <p>2. Economics and Political Science</p> <p>3. History and Political Science</p> <p>4. Economics and History</p>

B.Com (AIDED) (THREE YEAR INTEGRATED COURSE)

FEES STRUCTURE FOR B.Com

CLASS	FEES	CLASS	FEES	CLASS	FEES
F.Y.B.Com (A)	7618	S.Y.B.Com (A)	6998	T.Y.B.Com (A)	7648
		S.Y.B.Com (A) (Comp.)	8798	T.Y.B.Com (A) (Comp.)	9048/9448

Eligibility

Name of the Course	Ordinance No	Minimum Admission Requirments	Duration	Circular No.
Bachelor of Commerce (B.Com)	0.2152	<p>As per the Ordinance Number:0.2152 Minimum Admission Requirements for the program which you are going to apply are as follows :</p> <p>A candidate for being eligible for admission to the three year degree course leading to the Bachelor of Commerce must have passed the Higher Secondary School Certificate (Std. XII) examination conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education. OR</p> <p>Must have passed the Higher Secondary School Certificate (Std. XII) examination with vocational subjects/minimum competency based vocational course conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education. OR</p> <p>Must have passed and examination of another University or Body recognized as equivalent to Higher Secondary School Certificate (Std. XII) Examination. (a) A candidate for being eligible for admission to the Bachelor of Commerce (Accounting and Finance) degree course shall have passed XII std. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent and secured not less than 40% marks in aggregate at first attempt (b) Every candidate admitted to the degree course in the constituent/affiliated college/recognized institution, conducting the course, shall have to register himself/herself with the University.</p>	Three Years	No. UG / 142 of 2010, Dated 1 st July 2010

Subjects

F.Y.B.Com	S.Y.B.Com	T.Y.B.Com
Sem I & II	Sem III & IV	Sem III & VI
1. Foundation Course - I & II	1. Foundation Course - III & IV	1. Commerce V & VI
2. Business Communication	2. Business Economics - III & IV	2. Business Economics - V & VI
3. Business Economics - I & II	3. Accountancy & Financial Management - III & V	3. Financial Accounting & Auditing - Financial Accounting VII & IX
4. Commerce - I & II	4. Commerce - III & IV	4. Financial Accounting & Auditing - Cost Accounting VIII & X
5. Accountancy & Financial Management - I & II	5. Business Law I & II	5. Applied Component (Any Two) i) Direct & Indirect Taxes - I & II ii) Export Marketing - I & II iii) Marketing Research I & II iv) Computer System & Applications - I & II
6. Environmental Studies	6. Financial Accounting & Auditing - Introduction to Management Accounting IV & VI	
7. Mathematical and Statistical Techniques I & II	7. Applied Component (Any One) i) Advertising I & II ii) Mass Communication iii) Computer System & Application	

TEACHING & NON TEACHING STAFF

All the departments in college have experienced and well qualified teaching staff. Teacher in addition to their teaching duties, supervise and guide various extracurricular activities. Every efforts is made to develop personal contact between the faculty members and the students should feel free to approach their teacher and principal in order to seek guidance on academic and other matter whenever the need arises . The college is proud to have a very helpful & hardworking non teaching staff.

RULES FOR ADMISSION:

- All admission with be done as per the norms of the University of Mumbai.
- A student seeking admission to the college should present himself / herself with an application in the prescribed form duly filled and signed by him/her and by his/her parents / guardian.
- No admission will be regarded as granted unless is duly granted by the Principal.
- All admissions are valid only for one academic year and are required to be renewed with application in the prescribed form for the new academic year'
- Once a student is admitted will be considered as duly admitted for the academic year, unless he informs the principal in writing of his / her intention to cancel the admission and leave the college, at least a week before the commencement of the second term. If no such intimation is received, full fees for the second term will have to be paid.
- For FY register online with University of Mumbai and take a print out.
- Right of admission is reserved by the Principal.

ADMISSION PROCEDURE AND GUIDELINES

Admission is purely on merit / entrance examination & is subjects to availability of seats as per the direction issued by University of Mumbai & Government of Maharashtra time to time. A transparent admission procedure is followed strictly based on the student norms. Any modification in admission guidelines will be notified on the college notice board at time of admission. The public is cautioned not to fall prey to any misleading information regarding admission in the college against donation.

ADMISSION TO DEGREE COLLEGE

A student is eligible for admission to the first year of Degree College if he /she has passed the H.S.C. or its equivalent examination from a recognized board / University and is found to be eligible for the same by the University of Mumbai.

A student is eligible for admission to the second year of Degree College if he/she has passed the first year (or allowed to keep terms for the second year i.e. A.T.K.T. result in FY.) examination or its equivalent from a recognized university and is otherwise found eligible for the same by university of Mumbai.

A student is eligible for admission to the third year of Degree College on similar terms as discussed above. A student having 'allowed to keep terms " (i.e. A.T.K.T)result at both, first and second year classes is not eligible for the admission to the third class. The un cleared subjects /in the ATKT result is/are to be cleared from this College ,if admitted .For all the three Degree classes i.e. F.Y,SY,TY. Students falling under 'eligibility cases, will have to produce the 'provisional statement of eligibility from the University of Mumbai (eligibility section, Dr. Ambedkar Bhavan Bldg ,Ground Floor , Kalina campus, Vidya Nagri, C.S.T. Road , Santacruz (E), Mumbai 400098)before applying for admission to a particular class They will also have to comply with the requirements strictly within the specified time ,failing whichg the 'provisional admission' granted to them will not be confirmed and hence the admission will be treated as invalid. Also documents will have to be verified in writing by Board/Univ. as the case may be .till then the admission granted, will only be provisional .

DOCUMENTS REQUIRED FOR ADMISSIONS:

a) For First Year Classes-

- ❖ Duly filled in online Pre-Registration form on MKCL portal of University of Mumbai.
- ❖ Duly filled in College Online Admission Form.
- ❖ Original Mark-Sheet of H.S.C. Examination & Jr. College Leaving Certificate along with three attested copies of the same.
- ❖ Two Passport size latest photographs of the student.
- ❖ Two attested copies of the Aadhar Card.
- ❖ Two Copies of Xth Marksheet.
- ❖ The student belonging to SC/ST/NT/VJNT./OBC. must submit- Caste Certificate with one attested copy of the same. Non - Creamy layer certificate with one attested copy of the same. (For NT/OBC students)
- ❖ Student from other state must Submit - Eligibility certificate from the University of Mumbai, Migration Certificate from last Board/University .

b) For Second & Third Year Classes-

- ❖ Duly filled-in Admission Form.
- ❖ Two attested copy of statement of Marks of the last examinations / passed.
- ❖ Four passport size latest photographs of the students.
- ❖ Two attested copies of the Aadhar card and Pan card.
- ❖ The students belonging to SC/ST/NT/VJNT/OBC. must submit Caste Certificate with one attested copy of the same' Non-Creamy layer certificate with one attested copy of the same. (For NT/OBC.students).
- ❖ Student from other college must submit No Objection Certificate from the last attended college.

FEES

- 1) All Students should Pay full fees and no installment Facilities available.
- 2) A student must pay his/her fees immediately on grant of provisional admission, failing which , theright to admission is . likely to be forfeited. The feesif change subject to admission is likely to be forfeited.The fees if change subject to circular from university.
- 3) Liability for payment of fees : if a student intends to leave college in the second term, he/ she must intimate the principal accordingly in writing at least one week prior to the commence-ment of the second term. If no such intimation is received, the student will be liable to pay the full prescribed fees for the second term.
- 4) Refundable deposits, if NOT CLAIMED BY THE CONCERNED student WITHIN ONE CALENDAR YEAR from the date on which he/she ceases to be on the roll of the college, WILL LAPSE.
- 5) Deposits will not be refundable if dues to the college are not cleared by the student, on account of breakage of laboratory equipment, damage done to any college property ,loss of library books, etc.
- 6) Fee receipt and identity card must be produced at the time of application for refund of fees.

REFUND OF FEES

0.2859: REFUND OF TUITION, DEVELOPMENT AND ALL OTHER FEES AFTER CANCELLATION OF ADMISSION: The candidates who have taken admission in under graduate course in GOVT. Colleges, in govt. Aided and unaided courses conducted by affiliated colleges, and recognized institution may request for refund of fees after applying in writing for cancellation of their admission to the course the refund of fees as application shall be made on or before 30 day after their date of cancellation and thereafter the percentage of fees for the course shall be refunded to the candidate after deducting Charges as Follows

INFRASTRUCTURAL
FACILITIES:



LIBRARY

CYBER CAFE



GYMKHANA



GYMNASIUM



INFRASTRUCTURAL
FACILITIES:




CHEMISTRY LAB.


ZOOLOGY LAB




BOTANY LAB


IT LAB



INFRASTRUCTURAL
FACILITIES:



LANGUAGE LAB

VOLLEY BALL COURT



EXAM ROOM

OPEN AUDITORIUM



INFRASTRUCTURAL
FACILITIES:



SEMINAR ROOM

GARDEN



PARKING AREA

CANTEEN



TABLE-1: FEES DEDUCTION ON CANCELLATION OF ADMISSION

PERIOD AND PERCENTAGE ON CANCELLATION OF ADMISSION		Deduction Charges
1)	Prior to commencement Of academic term and instruction of the course.	Rs. 500/- lump sum
2)	Up to 20 days after the commencement of ace-term of the course.	20% of the total amunt of fees
3)	From 21 days up to 50 days commencement of the academic term of the course.	30% of the total amunt of fees
4)	From 51 days up to 80 days after the academic term of the course August whichever is earlier. 31	50% of the total amunt of fees
5)	From September 1 to September 30	60% of the total amunt of fees
6)	After September 30	100% of the total amunt of fees

NOTE: 1)The total amount of considered for the refund of fees from the commencement of academic term of the courses includes the following all the fee items chargeable for one year are as per relevent university circuation foe different faculties (excluding the course for which the total amount is fixed by other competent authorities.

2)The fees charged towards group insurance and all fee components to be paid as university share (including vice-chancellor fund, university fee for sports and cultural activities E-charge, disaster management fund exam fee and enrolment fee) are not-refundable if payment is made by the college prior to the date of cargicellation.

3) Fee collected for identity card and library card, admission from and prospectus, reenrollment and any other course specific fee are not refundable after the commencement oghe academic term.

4) All refundable deposits (LABORATORY, CAUTION MONEY AND LIBRARY ETC.)

SHALL BE FULLY RETURNED at the time of cancellation

Provided that wherever admission are made through centralized admission process for professional and/or for any other courses by other competent authorities the refund rules are applicable if specified by such authorities (as per the rules of relevant agencies) for the l"year admission in case of admission to subsequent years of the course, 0, 2859 is applicable for cancellation of admission. Provide further that this refund rule is concurrent with the rules and guidelines of other professional statutory bodies appomted for admission for relevant courses.

Further that 0.2859 -A & 0.2859-B HAVE BEEN REPLEAD AND THE AMENDED 0.2859 RELATING TO THE REFUND TO TUITION FEES DEVELOPMENT AND ALL OTHER FEES AFTER CANCELLATION OF ADMISSION FOR THE UNDER

Amended R. 8438

Eligibility for admission to all the under graduate programs (aided and non added) in the faculties of Arts, Science and Commerce under Credit Based Semester Grading System

1)Eligibility criteria for a learner to be admitted in semester V (third year) of UG Programs (aided and unaided) In faculties of Arts and Commerce is amended as follows.

2)A) shall have passed semester I and II in full and secured ATKT in the second year by failing in not more than two courses In each semester III and semester IV in full

Eligibility for admission to semester V (third year) of UG programs(aided and un aided) in faculty of science is amended as follows learner shall have passed semester I , II , III and secured ATKT insecond year by failing In programs with 900 and above marks in not more than three courses in each of semester III and IV for program with less than 900 marks in not more than three courses with not more than total 200 marks in each of semester III & IV **OR**

Learner shall have passed semester III and semester IV full and secured ATKT in first year by failing In,For programs with 900 above marks in not more than three courses in each of semester I and II, for programs with less than 900 marks in not more than 200 marks in each of semester I & II

PROCEDURE FOR DUPLICATE MARKSHEET

Circular no cert./conv./ 1058 of 2008

The directors of the university department the principal sir, j.j assistant register, university sub-center , Ratnagiri are her by come into force from the date of issue of the circular statement of mark certificate of passing degrees certificate as well as extension bhavan Mumbai 400032 (copy enclosed) to advised the Maharashtra higher and technical education department mantralaya and payment of necessary fees that require duplicate certificate will the recognized post-graduate institutions Co-ccordinator and the concerned student who intend to apply for duplicate copies of their magistrate of notary appornted by government to that effect the first paper of Rs 50/made in that behalf before the metropolitan professor-cum-director, institute of distance education and heads of information report (F.I.R) registered in the police station for the be issued to the concerned student accordingly this procedure will misuse of the aforesaid documents on completion of this formalities informed that in pursuance of the letter no .pvkjmh2008(5/08) dated special certificate to produce and affidavit of an non judicial stamp College of architecture, principal. /deans of affiliated college 5 July 2008 received from desk officer government of reason whatsoever i.e. loss damage of the same etc., to check the misuse of the aforesaid documents on completion of this formalities and payment of necessary fees that require duplicate certificates will be issued to the concerned student accordingly this procedure will come into force from the date of issue of the circular.

SCHEME OF EXAMINATION

10 Point Grading System

Marks	Grade Points	Grade	Performance
80 & Above	10	O	Outstanding
70 - 79.99	9	A+	Excellent
60 - 69.99	8	A	Very Good
55 - 59.99	7	B+	Good
50 - 54.99	6	B	Above Average
45 - 49.99	5	C	Average
40 - 44.99	4	D	Pass
Less than 40	0	F	Fail

► Choice Based Credit Grading System (CBCGS) :

Introduced by University of Mumbai in 2016-2017.

The College implemented the CBCGS as per University of Mumbai guidelines.

Under CBCGS the assessment is done as follows :

75 Marks (75:25 Pattern) : Term End Theory/Internal Assessment (only for FC subject)

100 marks : Term End Theory Exam (All other subjects in regular courses)

75 marks (75 :25 Pattern) Term & Theory /In ternal Assessment for Self Finance Course

Passing Standard :

The learners to pass a course shall have to obtain a minimum of 40% in aggregate for each course for 100 marks examination and the learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the internal assessment and 40% marks in semester end examination (30 out of 75) separately to pass the course in FC subject and SFC and minimum of grade D wherever applicable to pass a particular semester a learner will be said to have passed the course if the learner passes the internal assessment and semester end examination together.

LIBRARY FACILITIES & RULES

LIBRARY FACILITIES

The library of Daar-ul Rehmat Trust's A.E.Kalsekar Degree College is the foundation of knowledge & inspiration. It is on the 5th floor containing very large number of books, periodicals and Journals. Its tranquil and peaceful atmosphere is very much conducive for reading. The Reading hall is kept open from 7.30 am to 4.30 pm every day. Library is opened throughout year except the public holidays.

Library provides following facility to users:

- | | |
|--|--|
| 1) Reading room | 2) Lending & Borrowing of books |
| 3) Book Bank scheme | 4) Cyber Zone |
| 5) Guest membership | 6) Magazines, Newspapers & Periodicals |
| 7) Reference service | 8) Reprographic service |
| 9) E-Resources Access | 10) Inter Library Loan |
| 11) Institutional membership of N-LIST | 12) Advance Learner Facility |
| 13) Institutional Repository | 14) Web-OPAC |

LIBRARY RULES

- Only admitted students are allowed to enter the college library on the strength of a valid Identity Card, which must be produced as and when it is demanded by the library staff.
- All the students must punch smart ID card or sign in the gate register at the entrance of the Library.
- Complete silence must be maintained in & near the library.
- Group discussion is not allowed in the Library.
- Eating, smoking, sleeping, and talking loudly are strictly prohibited in the library
- Student must handle the books or periodicals etc. with great care. Any attempt to damage books or periodicals will be treated as misconduct and strictly dealt with.
- Reference books and magazines will be temporary issued to student against I-Card. Students are not allowed to take them outside the library.
- In case of late return of books, students will have to pay a fine @ Rs. 1/per day, while charging the fine, holidays will be counted.
- Re-issue of books will depend upon the demand for the same.
- Students should keep money, purse with them, they are responsible for their belongings.
- Students may borrow book up to 7 days against I-Card. • Students can use cyber library for educational purpose only, but students must have I-Card to use cyber library.
- Any disregard of these rules will be reported to the Principal for appropriate action.

FACILITIES AVAILABLE IN THE COLLEGE

*** Infrastructural facilities:**

- **Library :** Spacious Library & Reading room facilities for 130 persons.
- **Library Circulation Counter / Research Section**
- **Laboratories-Science and Comp / Electronic:**
Well equipped Science Laboratories, Computer & Electronics Laboratory with 60+ computers.
- **Gymkhana:** Large Gymkhana with sports equipment for indoor & outdoor games.
- **Gymnasium:** Well equipped Gymnasium to maintain fitness of the students.
- **Canteen:** Canteen for students and staff that serves hygienic & tasty food.
- **Safe Drinking Water:** Safe drinking water with regular cleaning & filtration plant & coolers.
- **Internet Cafe:** Internet cafe allowing access to students and staff for research and academic progress.
- **Seminar Room:** Seminar Room with projects & audio system for presentation & conferences.
- **Auditorium :** Large auditorium for hosting events & functions.
- **Audio-Video Rooms:** A.V rooms for conducting class seminars & presentations.
- **Open Ground:** Open grounds & creating aesthetics.
- **Health Centre :** First-Aid ,wheel chair and Bed in case of emergency
- **Language Lab**
- **Garden:** Open lawn with Botanical Garden
- **CCTV Surveillance:** CCTV Surveillance in the campus and on all floors

*** Other Facilities / Schemes:**

- **Book Bank Facility.**
- **Group Insurance Scheme.**
- **Earn n Learn Scheme.**
- **SMAF (Student Mutual Aide Fund)**
- **Remedial Classes.**
- **Mentorship/Counseling.**
- **Lift /Elevators for Differently able students.**
- **Girls & Boys separate Common room.**
- **Conference room for conducting meetings**

*** Scholarships Scheme :-**

Various Scholarship available to students from Government University & College Details available in college office.

Extension Programmes / Committees / Forums at College:

Throughout the year the college organizes various programs helpful in the students' life. Activities of the college strike balance between students' developmental needs and their recreational needs. The college organizes workshops, seminars, lectures which help in all round development of students' personality. The college offers following Extension Programmes / Activities through Committees/ Cells/Forums.

- **Sports & Cultural activities.**
- **National Service Scheme.**
- **Dept. of Lifelong Learning and Extension.**
- **Women Development Cell / ICC**
- **Grievance Redressal Cell / Anti Ragging Cell**
- **Career Counseling & Placement Cell**
- **FORUMS:** Commerce Forum, Socio-Economic Forum, Literary Forum, Science Forum, IT forum
- **Association:** Ex-Students Association,& Parent-Teacher
- **Clubs:** Nature Club ,Adventure Club, Red Ribbon Club

The college celebrates various days & events which are learning experience as well as fun. Also learners are encouraged to participate in the collegiate and intercollegiate events. Excursions & Industrial visits are organized regularly for firsthand experience.

COLLEGE RULES AND CODE OF CONDUCT

On admission each student will receive an IDENTITY CARD No student will be allowed to enter the college premises without the possession of a valid identity card, which must be produced on demand by any competent authority.

1. Each student admitted to the college is expected to behave inside and outside the college in an orderly and disciplined manner and to have regard for the staff and good name of the college.
2. All students are answerable to the Principal, Vice Principal and members of the staff for their conduct in the college for their behavior outside and inside the college if it adversely affects the reputation of the college appropriate action may be taken within the principle of natural justice and equity.
3. Insubordination language or conduct in any form is sufficient reasons for the rustication or dismissal of student
4. Any form of ragging or intimidation and threatening of any student by other student is strictly prohibited and is liable to the most severe penalties.
5. Smoking, consumption of alcohol ,drug possession and distribution of drug chewing of tobacco pan and spitting is strictly prohibited in the college premises and college gatherings .The above offence' is punishable under the Mumbai Police Act, and the offenders will be severely dealt with as per the law.
6. The playing of cards and any form of gambling in the college premises is prohibited
7. Students must attend classes, practicals and tutorials according to the Time -Table on all working days of the college Absence may lead to loss of a term. A term is granted to a student whose attendance is above 75% and who completes the course of study prescribed. Employed students are not entitled for any concessions
8. Student should take care to be punctual. They will not be admitted into the class room if they are late by more than five minutes , Attendance Register will be sent to the classes and the student mark absent for that lecture will be considered to have been absent for . that full day.
9. Absence from lecture must be Justified in writing in stipulated time. and if illness is the cause a medical certiiicate must be submitted immediately.
10. Students must not attend classes other than their own.
11. Students are not allowed to form any society, group make collections, sell tickets hold meeting invite person to address them and go on excursions or picnic without the permission of the principal.
12. All notices put up on the notice board or any announcements made must have previous approval of the principal.
13. All the associations and committees constituted by the Principal to conduct various student activities should not hold meetings and publish wall papers hand bills etc. without prior approval of the Principal.
14. Every kind of demonstration that restricts the freedom of the members of the college or disputes any activity in the college is banned.
15. Attendance for tests and examinations conducted by the college is compulsory. Defaulters should be not allowed to appear in the Annual Examination or Examinations conducted by the University.
16. Students are expected to take proper care of the college property and help in keeping the premises neat and tidy. Damaging the property of the college by disfiguring walls, doors, fitting or breaking furniture etc, is a breach of discipline and the guilty will be duly punished.
17. Students applying for certificates, testimonials, concession form etc. and those requiring the principal's signature on any kind of document or application should first contact the Registrar at least one day in advance. No student should approach the Principal directly.
18. Student should not communicate any information to the press without the written permission of the Principal.
19. Loitering in the corridor, while lectures are on, is strictly prohibited.
20. All students are expected to avoid any form of dress/ attire or behavior which could be considered indecent in the opinion of any staff member they are advised to wear appropriate and decent dress/ attire such as salwar-kameez with, dupatta in case of girl students for attending the college.
21. Refreshments are to be consumed in the canteen only and not be taken to the staircases, classrooms Library Hall and such other places loitering anywhere in the campus is strictly prohibited and is punishable.
22. Class picnics or outing are banned Parents are therefore warned that the college authorities do not assume any responsibility for such picnics or outings organized by the students on their own.
23. Any false information submitted to the college in the admission form or the otherwise will be liable for the cancellation of the admission and dismissal from the college.
24. In the matter not covered by the above rules will rest at entire discretion of the Principal .The Principal reserves the right to add alter and modify any of the clauses (s) afore mentioned.

SCHOLARSHIP

Scholarship/ Freeship	Eligibility	Documents Required	Website
Government of India post matrix scholarship to SC/ST.	Students whose parents income upto 2,00,000 lacks are eligible. Concession is nd up to 2 child.	<ol style="list-style-type: none"> 1. Self attested photo copy of caste certificate. 2. Self attested photocopy of mark sheet of last three year. 3. Self attested photocopy of ration card. 4. Self attested photocopy of leaving certificate. 5. Income certificate in original whose parents are working other than, Government job then self attested photocopy of from no.16. 6. Self attested photocopy of adhar card /EID receipt. Self attested photocopy of bank pass book of student. 	<p>Student belongs to SC IOBC/VJNT/ SBC category Rae required to apply online on the website.</p> <p>http://mahaeschoi.maharashtra.gov.in/Escholargeship/logging/asp</p> <p>And submit the hard copy of the form in the office on or before 30.09.15 failing which they have to pay full fees.</p> <p>Students belong to ST category are require to apply online on the website http://etribal.maharashtra.gov.in/evikas/main/common/aboutevikas.aspx</p> <p>And submit the hard copy of the form in the office on or before 30.09.15 failing which they have to pay full fees.</p>
Government of India post matrix scholarship to OBCNJTISBC.	Students whose parents income above 1,00,000 lacks are eligible. Concession up to 2 child.	<ol style="list-style-type: none"> 1. Self attested photo copy of caste certificate. 2. Self attested photocopy of mark sheet of last three year. 3. Self attested photocopy of ration card. 4. Self attested photocopy of leaving certificate. 5. Income certificate in original whose parents are working other than, Government job then self attested photocopy of from no.16. 6. Self attested photocopy of adhar card /EID receipt. 7. Self attested photocopy of bank pass book of student. Non-Creamy layer certificate in original. 	
Free ship to SC/ST	Students whose parents income above 2,00,000 lacks are eligible. Concession is applicable up to 2 child.	<ol style="list-style-type: none"> 1. Self attested photo copy of caste certificate. 2. Self attested photocopy of mark sheet of last three year. 3. Self attested photocopy of ration card. 4. Self attested photocopy of leaving certificate. 5. Income certificate in original whose parents are working other than, Government job then self attested photocopy of from no.16. 6. Self attested photocopy of adhar card /EID receipt. 	
Free ship to OBC/ VJNT/SBC	Students whose parents income above 1,00,000 lacks are eligible. Concession is applicable up to 2 child.	<ol style="list-style-type: none"> 1. Self attested photo copy of caste certificate. 2. Self attested photocopy of mark sheet of last three year. 3. Self attested photocopy of ration card. 4. Self attested photocopy of leaving certificate. 	<p>Student belongs to SC /OBC/ SBC category are required to apply online on the website.</p> <p>http://mahaeschoi.maharashtra.gov.in/scholarship/logging/asp</p> <p>And submit the hard copy of the form in the office on or before 30.09.15 failing which they have to pay full fees.</p>

SCHOLARSHIP

Scholarship/ Freeship	Eligibility	Documents Required	Website
		5. Income certificate in original whose parents are working other than, Government job then self attested photocopy of from no.16. 6. Self attested photocopy of adhar card /EID receipt. 7. Self attested photocopy of bank pass book of student. Non-Creamy layer certificate in original.	
Post Metric minority scholarship to Muslim christain/Budhist/ Parsi/Sikh	Those Students who have secured 50% and above marks in previous examination and whose parents income upto 2,00,000 lacks are eligible.	1. Self attested photocopy of mark sheet. 2. Self attested photocopy of ration card. 3. Self attested photocopy of bank pass book of student. 4. Self attested photocopy of adhar card . Se;fdeclared income certificate in original.	Students are required to apply online on the website. http://wwmomascholarship.gov.in/ And submit the hard copy of the form in the office as on or before as notified on website
PTC/SST/NTW/Ex-servicemen free ship	Students who are ward of Primary Teacher Secondary Teacher, Non-Teaching staff and Ex-servicemen are eligible for freeship. Concession is applicable up to 2 child.	Prescribed application form duly filled in and signed by the Principal / Headmaster of the College / school and countersigned by Block development officer in case of children of Primary Teacher along with following documents. a. Two self attested photocopies of marksheet. b. Two self attested photocopies of fee receipt. c. Two self attested photocopy of Ration Card. d. Two self attested photocopy of Aadhar Card.	OFFLINE
State government open merit scholarship (Fres award)	Those Students who have secured 85% and above marks in SSC examination	Prescribed application form duly filled with following documents. a. Two self attested photocopies of marksheet. b. Two self attested photocopy of Ration Card. c. Two self attested photocopy of Aadhar Card.	OFFLINE
State government of open merit scholarship (Renewal)	Students can apply for renewal of scholarship in 12th	Prescribed Progress report form duly filled with following documents. a. Self attested photocopy of previous year marksheet. b. Two self attested photocopy of Ration Card. c. Two self attested photocopy of Aadhar Card.	OFFLINE
National merit scholarship	Those Students who have secured 1/2 rank at school / college leave are eligible	Prescribed Progress report form duly filled with following documents. a. Self attested photocopy of previous year marksheet. b. Two self attested photocopy of Ration Card. c. Two self attested photocopy of Aadhar Card.	OFFLINE
Physical Handicapped scholarship	Students should open account in TDC bank	1. Self attested photocopy of handicapped certificate 2. Two self attested photocopies of Aadhar Card. 3. Two self attested photocopies of Ration Card. 4. Self attested photocopy of mark sheet 5. Self attested photocopy of Thane district co-operative bank pass.	OFFLINE

Daar-Ul-Rehmat Trust's
A. E. KALSEKAR DEGREE COLLEGE

TEACHING STAFF 2022- 23

Principal : Dr. Sajid Hundekar

ARTS

Sr. No	Name of the Staff	Qualification	Designation	Subject
1.	Dr. Vijay S. Srivastava	M.A., Ph.D	Assistant Professor (HOD)	Economics
2.	Dr. Farzana N.Y. Chawre	M.A., NET, SET, Ph.D	Assistant Professor	Political Science
3.	Mrs. Nasreen Kolhar	M.A., M.Phil, NET	Assistant Professor	Urdu
4.	Dr. Sajid Ali	M.A., NET, Ph.D	Assistant Professor	Islamic Studies
5.	Mr. Arshad Khan	M.A., NET, SET	Assistant Professor	History
6.	Mr. Sanjay Kalekar	M.A., NET	Assistant Professor	English

COMMERCE

Sr. No	Name of the Staff	Qualification	Designation	Subjects
1.	Mrs. Arjumand S.Siddiqui	M.A. NET	Assistant Professor (HOD)	Economics
2.	Dr. Zahid Husain Ansari	M.Com, NET, Ph.D, MBA, GDCA	Assistant Professor	Accountancy
3.	Dr. Parveen A. Khan	Ph.D, M.A., B.Ed, M.Phil	Assistant Professor	English
4.	Mrs. Farah Khan	M.Com, M.Phil,	Assit. Professor (CHB)	Commerce
5.	Mrs. Nuzhat P. Khan	M.Com, B.Ed.	Assit. Professor (CHB)	Commerce
6.	Mr. Zaid Hawaldar	M.Sc.	Assit. Professor (CHB)	Maths. & Stats.
7.	Mr.Kapil Mohite	LLB, LLM, MBA, MH Set	Assit. Professor (CHB)	Buisness Law

ADMINISTRATIVE STAFF

Sr. No	Name of the Staff	Qualification	Designation	Department
1.	Mr. Firoz Akhtar A.W. Rajput	M.Com	I/C OFFICE SUPERINTENDANT	Office
2.	Ms. Sayyed Anjum Riyasat Ali	M.Com	I/C HEAD CLERK	Office
3.	Ms. Shaikh Asiya Khurshid Alam	B.SC	I/C SENIOR CLERK	Office
4.	Mr. Shaikh Abdul Razzaque	HSC	LIBRARY ATTENDANT	Library
5.	Mr. Waghdhare Maqsood Saeed	SSC	CLASS IV	---

DAAR-UL-REHMAT TRUST

Honourable Trustees

1. Mr. Ahmed Ishaque Maklai
2. Mr. Sadiq Kasam Hawa
3. Dr. Muhammed Khalil E. Memon
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9. Mr. Iqbal Esmail Virani
10. Ms. Shabnam Mansur Mehta
11. Ms. Nazia Aftab Furniturewala

INSTITUTES MANAGED BY DAAR-UL-REHMAT TRUST

- A.E.Kalsekar Degree College
- Abdullah Patel Junior College Of Arts, Science & Commerce(For Girls)
- D.R.T Junior College Of Arts Commerce And Science (Co. Ed.)
- Abdullah Patel Urdu Primary School
- Abdullah Patel English High School
- Abdullah Patel English Primary School
- Abdullah Patel Urdu High School
- Abdullah Patel English Nursery Classes
- Abdullah Patel Urdu Nursery Classes
- Daar-UI-Rehmat Trust's Play School
- Daar-UI-Rehmat Trust's Girls Orphanage
- Knowledge Hub International School

Near Bharat Gear Factory, Kausa, Mumbra, Thane - 400612

Ph. (O) 7718849040

Email : admin@aeekalsekarcollege.ac.in, principal@aeekalsekarcollege.ac.in

<https://aeekalsekarcollege.ac.in>