



BAKLIWAL FOUNDATION

College of Arts, Commerce & Science

**IMPARTING
EXCELLENCE
THROUGH
EDUCATION WITH
DEDICATION**



**PROSPECTUS
ACADEMIC YEAR
2026-27**

www.bfc.ac.in

THE EMBLEM OF OUR SPIRIT



The Book represents right kind of knowledge imparted. The white silhouette of Shri Mahavir Bhagwan at the centre, represents the teachings for Jainism, Life, Wisdom, Power and Prosperity. The Blue colour in the emblem stands for serenity, stability, inspiration, and wisdom. The circle is used in logo to represent unity, commitment, love towards community and society at large.

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OUR TRUST

Bakliwal Foundation, is registered under The Bombay Public Trust act, of 1950 since April 2010. The objective of the Bakliwal Foundation Trust is to serve people in need without discrimination on the basis of caste, class, or creed. The Trust was formed by a group of individuals who are committed to rendering relentless service towards the development of the disadvantaged. The Trust has taken initiatives for the development of self-help groups, women, and child welfare. The relentless efforts over the years have been to bring about a change in the life of everyone to whom the Trust could reach out. It is an ongoing process that has been guided by the founders of the Trust and is continuing to contribute to the development of the people. The Trust concentrates on Skill training, Basic Education, Health care, Environment awareness, Self-employment, and leadership training for women.

Bakliwal Foundation, aims to provide quality education and equal opportunities to all the sections of the society. Our mission is to enrich and empower every section of the society on various socio-economic aspects of life like education (basic and higher), healthcare, road & safety among others.

14 Years of Selfless Service

80+ Awareness Programs conducted

8000+ Youths Provided education

THE LANDMARKS IN BAKLIWAL JOURNEY

2010



- Formation of **Bakliwal Foundation**

2011-2018



- **Conducted**
- Training Programs for **1000+** students and professionals
- Student empowerment programs and seminars for 20000+ students
- **20+** Job fairs

2019



- Procurement of the first **state-of-art infrastructure**

2020



- Affiliation with **State Government University of Maharashtra**
- Launch of **3 courses** (Bcom, BBA, BACS)
- **NOC** of DHE

2021



- **ISO** certification
- Enrolled **200+** students
- Recognised Institute of **Specialised studies (RISS)** by KKSU

2022



- Received **Minority Status**
- Added **3 new courses** and enrolled **450+** students
- Added **MBA PG** course

2024



- AICTE approval for **BBA** and **BCA**

OUR UNIVERSITY



Kavikulaguru Kalidas Sanskrit University (KKSU) was established on 18 September 1997. It is established to honour the legacy of legendary Sanskrit poet Mahakavi Kalidas. KKSU is an institution dedicated to the advanced learning of Sanskrit. It is located at Ramtek, Nagpur District, the winter capital of Maharashtra. KKSU is the First Sanskrit University of Maharashtra.

History of Establishment

The former Prime Minister of India, P.V. Narasimha Rao, who was a great patron of Sanskrit, was keen on setting up an independent Sanskrit University in Maharashtra. With encouragement from Mr. Rao, the late CM of Maharashtra Shri S. Naik took up the issue and appointed Dr. S. Jichkar as one member committee to give a study report for establishing the Sanskrit University in Maharashtra. Dr. Pankaj Chande, an eminent Sanskrit scholar, was the Founder Vice-Chancellor of KKSU.

A blend of Tradition and Modernity

University provides course work in B.A., B.Ed., M.A., M.Phil., and a Ph.D. degree. KKSU has innovative academic program and syllabus which focuses on a modern approach to the Sanskrit language. It also caters to traditional learning in Sanskrit like Veda, Vedanta, Vyakarana, Nyaya, Mimamsa, Dharmashastra and Sahitya etc., it emphasises on the study of science and technology in ancient India, which is exclusively described in old Sanskrit texts. To facilitate double gain for the students, the university has converted I.A.S. M.P.S.C. curriculum into Civil Services Degree Course having Sanskrit as an important subject.

Recognitions and Accreditations

The UGC recognized University with 12B & 2f status and accredited by NAAC with A+. It is a prominent research centre for researchers.

110

Affiliated
Colleges

46

Unique Programmes
offered

1032

Courses having focus
on employability/
entrepreneurship/
skill development



FROM THE DESK OF THE CHAIRMAN

CA Sanjay Bakliwal

Founder Chairman

“Your beliefs become your thoughts, your thoughts become your words, your words become your actions, your actions become your habits, your habits become your values, and your values become your destiny.”

—Mahatma Gandhi.



With a vision of imparting value based education and creating future corporate leaders, we established Bakliwal Foundation Group of Colleges, in the year 2010. Personal ambition in tune with social vision makes an entrepreneur reach out beyond the horizon. Work becomes pleasure. Failures are looked upon as inevitable stepping stones towards growth and success.

We believe that Education must evolve to keep pace with mighty changes occurring today in business, industry and society. Professionals must develop attributes & knowledge beyond traditional constraints of the classroom. Education must be designed to accommodate current trends & future needs. We must enhance the flexibility of the curriculum. Professional education must create more connections & stronger partnership with the global society in which we are embedded. We must examine the relevance of the curriculum and strive for the fulfillment of society, institution and professional missions.

Our goal is to articulate the role of education in the early part of the 21st century and to establish design specifications that will enable Bakliwal Foundation Group of Colleges to be a leader in shaping the future of education. As such we have an obligation to address the full range of higher education, graduation, post-graduation, and service to the community. Indeed these elements must be totally integrated if we are to be effective in the pursuit of our mission.

With the aim to offer a truly rewarding experience to our students, our programs are superior to standard programs as it also develops certain entrepreneurial qualities in the participants. These help to remove aversion to calculated risk taking imbued with ambition beyond normal career growth.

With changing role of leaders amidst various disruptions, we firmly believe that the future lies with individuals with strong Emotional Quotient, Social Quotient and Intellectual Quotient; we strive for inculcating these qualities in our students.

In my capacity as Founder and Chairman, Bakliwal Foundation, I welcome you and assure that each individual would get equal opportunity to be a leader in long run.

Best Wishes!!

CA Sanjay Bakliwal

Founder Chairman & Trustee



FROM THE DESK OF THE HON. EXECUTIVE PRESIDENT

Mrs. Seema Bakliwal

Trustee, Executive President

Dear Students

Welcome to Bakliwal Foundation Group of Colleges. Apart from academics we at Bakliwal Foundation believe in your all round development by enabling you to imbibe the required skill sets to make you dynamic, smart & employable.

We not only follow international academic practices, innovative teaching methodology but also focus on comprehensive development of students. Holistic development is ensured by year round academic events and placement calendar.

Organising various cultural, sports, academic and corporate events like Business Conclave, Start-up Conclave, society welfare activities etc. enables to enrich the experience of students enhancing their personality thereby improving their decision making and interpersonal skills.

Our program offerings are academically rigorous, but given our close links with industry, we ensure that these programs are constantly reviewed to ensure they are at all times practically relevant to meet the needs of a rapidly changing global business environment. As part of many of our programs we offer the opportunity for our students to avail of work experience via an internship. Our pedagogical approach to teaching comprises a mix of lectures, tutorials and seminars. As part of the curriculum, students are actively encouraged engaging in team building and presentation skills and develop the skills like communication, confidence & poise, team spirit, right attitude that will give them a competitive edge in the global marketplace.

This is our tenth year and I am sure the students who enrol for our program will have an exciting and enriching learning experience. We will continue with our philosophy of learning from the masters where many of our faculty are experienced industry practitioners sharing best practices and practical insights with our students. We teach students how to take advantage of the many business opportunities made possible by the changing economy and to succeed in an increasingly global economy. But don't just take my word for it. Take time to explore our website and learn more about what we have to offer-or better yet, come to campus and see it first-hand. We'll be waiting.

We are certain with the available infrastructure, faculty members and help of the all staff your stay in this place will be comfortable, fruitful, and educative and will help fine tune your hidden talent. It would be our endeavour to ensure that you pass out with flying colors and provide necessary leadership in years to come...

We wish you all the best...!!!

Mrs. Seema Bakliwal

Trustee, Executive President

FROM THE DESK OF SECRETARY

Mr. Parasmal Bakliwal Trustee, Joint Secretary



I take the opportunity to congratulate and welcome you on your decision of choosing Bakliwal Foundation Group of Colleges, which will help to enable you to become future enthusiastic professional managers and entrepreneurs.

We at Bakliwal Foundation Group of Colleges, always believe in emphasizing on imparting qualitative education and training as well as developing cultural value and ethics among the students to help them develop as successful young future managers, thereby catering to the needs of Global corporate world. Learning is not restricted to class room training, but also involves industrial interface with the leaders of various industries. We invite eminent personalities from Industry and the leading corporate to share their valuable expertise knowledge and provide wealth of experience of the real world to the students.

You will find a delightful mix of experienced seniors as well as young enthusiastic faculty members who challenge the students at every stage and bring out the best in them.

Friends, let me assure that at our institutes, every effort will be made to achieve excellence through available resources, be it intensive classroom teaching, continuous evaluation, Industrial visit, expert lectures, through eminent guest faculties, extensive debate, continual mentoring, seminars, workshops or through other modern forms of learning.

With the strong foundation laid by the Founder and Chairman of Bakliwal Foundation Group of Colleges, Mr. Sanjay Bakliwal Sir and the efforts of all the staff, we are marching in the right direction to becoming a World Class institution.

I invite you to become the part of this Bakliwal Foundation family, which will bring out the best in you and resulting in most stimulating and satisfying years of your healthy association with us.

I welcome you again to Bakliwal Foundation family, and wish you every success in your endeavors..!

Mr. Parasmal Bakliwal
Trustee, Joint Secretary,
Bakliwal Foundation

FROM THE DESK OF THE CHIEF STRATEGY OFFICER



CA Samyak Bakliwal Chief Strategy Officer

As the Chief Strategy Officer of Bakliwal Foundation College, I welcome you to our institution. We at Bakliwal believe in providing quality education and equal opportunities to all the sections of the society. Keeping this strategy in mind we have ventured out year after year with milestones that needed to be achieved. We have had an exciting journey in the last few years in our quest to become the best educational institute in India. Our pledge is that every single student who attends this college is empowered to make their own mark on the world with quality education. We are proud of the knowledge, skills and thought leadership that we help create through our excellent teaching and innovative learning experiences. We aim to inspire growth and spark creativity in each of our students.

The world today is changing rapidly, leading us into a new digital era, which makes it all the more important for us to leverage technology and pedagogy holistically for providing future-ready education. Our focus remains on helping our students develop competencies that will be needed for them to succeed professionally and personally in the times ahead. We strive hard every day towards achieving this vision and preparing them for whatever challenge lies ahead of them!



FROM THE DESK OF PRINCIPAL

Dr. Sharadkumar Shah
Principal

Dear Students,

It is with great pleasure I welcome you to our college.

Bakliwal Foundation College of Arts, Commerce & Science, Vashi (BFCACS), a College under the aegis of Bakliwal Foundation, continues to build on its reputation as a Premier College.

BFCACS is recognized as a leading undergraduate center of Computer & Management Studies. It is also considered as one of the best institutions in Navi-Mumbai region for its excellence in higher education. Further, in our pursuit of achieving higher standards of excellence, BFCACS is a testimony to the quality of educational experience offered to future professionals. At BFCACS, we offer full-time Bachelor of Business Administration (BBA), Bachelor of Computer Applications (BCA), Bachelor of Arts-Civil Services (BACS), and Bachelor of Commerce (B.Com) courses that are affiliated with Kavi Kulguru Kalidas University, Ramtek.

Our students are offered the best in class educational facilities, extracurricular and co-curricular opportunities, and placements. These make our students true global Management & Computer professionals, guided by experienced faculty members through their excellent academic inputs as well as the nurturing environment of the College as a whole. The college also focuses on personality development, team building, research exposure, and enhancement of entrepreneurial skills. We have a well-designed and competent Placement Cell, proactively engaged in arranging placement opportunities for our students with various esteemed Industries.

To accomplish our vision and mission, we are prepared to make as much effort as possible for the betterment of the academic scenario in this area. We believe that "The reward of every good action will be good only". Our Institution believes that the purpose of education is to turn mirrors into windows, and as such focuses not only on pure studies but also on providing opportunities to each student to explore his or her capabilities and area of interest - curricular, co-curricular, or extra-curricular.

Hard work, dedication, determination, Discipline, and perseverance are the most important traits in a person that lead to success. The future belongs to you; your need and we believe that we cannot always build the future for our youth, but we can build our youth for the future.

To conclude I would like to say that BFCACS is the right place to learn and shape one's career due to its innovativeness in academic approach and varied platforms provided to its students in all spheres of personal and professional development.

The tradition of excellence is ours; the choice is yours!

Dr. Sharadkumar Shah

Principal

Bakliwal College of Arts, Commerce & Science

Vashi, Navi-Mumbai

THE ADVISORY BOARD



Individually we are one drop but together we are an ocean



CA Anil Singhvi
Chief Editor - Zee Business



Shree Sanjeev Pendharkar
CEO & Managing Director
@ VICCO Laboratories



Shree.Kamalkishor Tated
(MSHRC)



Dr. RKS Mangesh Dash
NLP Coach, Advisor, President
CHDNLR & Founder TWARAN



Dr. K K Jadhav
Former Director, Exam. Reforms,
UPSC, Delhi



Dr. Swati P
NLP Trainer, Coach,
Vice President - CHDNLR



Mr. Dinesh Kargal
CMD, DEPL



Dr. Pranati Tilak
Trustee and Chairman of the
Executive Committee at Tilak



CA Ashish Jain
Managing Partner, Inspirigence
Advisors LLP



Ms. Pooja Gupta
Media Mentor



Mrs. Neha Bandopadhyay
Artist - Madhubani Painting

OUR ASSOCIATIONS & ALLIANCES

PARTNER COMPANY



ASSOCIATED COMPANIES



ABOUT THE COLLEGE

Bakliwal Foundation College of Arts, Commerce and Science is located at Sector 19, APMC Market, Vashi, Navi Mumbai (Maharashtra). It is established in the academic year 2020-21 under the Bakliwal Foundation's profound educational movement, offering education since last 20 years to the rural students of Navi Mumbai. The founder trustee & President Hon. CA Shri. Sanjay Bakliwal & Hon. Executive President, Mrs. Seema Bakliwal have established this educational complex in the year 2000. BFCACS offers under graduate courses in Arts [BA - Civil Services], Commerce [B.Com], Management [BBA] and in Computer [BCA], affiliated to University of K K S, a state university & recognized by the Government of Maharashtra. The majority of the students admitted in this College are from the rural, economically backward and agriculture background for which higher education is still out of reach. Apart from teaching, learning and research activities, the college is always keen to inculcate co-curricular, social, environmental and cultural values among the students.

Hon.CA Shri. Sanjay Bakliwal & Hon. Executive President Mrs. Seema Bakliwal are renowned educationalists, social workers and industrialists who brought this dream of Sanstha into reality. The foundation of BFCACS is laid on the three pillars: 1] Discipline, 2] Dedication & 3] Determination which will transform the students to become adaptive towards the life Challenges is the uniqueness of the college. The management of this institution always strives to create well-trained and socially conscious graduates by providing excellent infrastructure and the environment that promotes learning.

HIGHLIGHTS OF THE COLLEGE



**STATE OF THE ART
INDOOR GAME FACILITY**



**WELL EQUIPPED
COMPUTER CENTER**



**LABS WITH
ULTRA-MODERN
EQUIPMENT**



**SPACIOUS AND
WELL-VENTILATED
AIRCONDITIONED
CLASSROOMS**



**SPACIOUS AND WELL
STACKED LIBRARY**



**DIGITAL LIBRARY WITH
WI-FI CONNECTIVITY**

**INSTITUTIONAL
MEMBERSHIP OF
NOLIST AND DELNET**



**STATE OF THE ART
LOUNGE AND
CONFERENCE ROOM**



**SPACIOUS
SEMINAR HALL**



**GIRLS AND BOYS
COMMON ROOM**



**WELL CONNECTED
TO HIGHWAY**



**WELL CONNECTED TO
RAILWAY STATIONS**





MOTTO

Our motto is "विद्या सर्वस्य भूषणम्।"

It means that Knowledge is everyone's ornament or embellishment. Knowledge is the utmost strength of a person. It signifies the importance of knowledge in today's world, where strength is not measured in power or money or tools but in knowledge. It highlights that it is the duty of every student to work hard in the pursuit of knowledge.

VISION

"Your Future Our Focus". It is a vision that drives all aspects of College life. We want our students to exit the college as active, responsible, and informed citizens. The skills we impart will enable the students with career choice opportunities that will enrich and secure their life and future.

MISSION

1. To impart Quality education to the students coming from all classes of the society and to conduct different curricular & co-curricular activities to enhance the academic as well as extension activities.
2. Integral development of human personality.

OBJECTIVES

1. To provide value-based education.
2. To make students learn through experiments.
3. To create an environment for students to think beyond the curriculum.
4. To give autonomy to teaching staff to conduct experiments for development of students.
5. To inculcate committed work culture attitude in the minds of stake holders in the college campus.
6. To contribute to sustainable development and improvement of society.
7. To impart qualitative and valuable services in the field of higher education to students of Navi Mumbai, Mumbai, Panvel city and nearby villages.
8. To abolish the superstitious attitude and to develop scientific attitude in the students.
9. To provide job and skill-oriented education.
10. To develop the all-round personality of the students.
11. To provide higher educational facilities to economically and socially backward students.
12. To develop innovative and research attitude in the students as well as teachers.
13. To create responsible and respectable citizens.

GOVERNING BODY OF THE COUNCIL

MANAGEMENT (5 Members)

Trust or management as per the constitution or bylaws, with the Chairman or President/Director as the chairperson

- 1 Shri. CA Sanjay Bakliwal**
President, Bakliwal Foundation
- 2 Mrs. Seema Bakliwal**
Executive President, Bakliwal Foundation
- 3 Shri. CA Naman Bakliwal**
Chief Executive Officer, Bakliwal Foundation
- 4 Shri. CA Samyak Bakliwal**
Chief Strategic Officer, Bakliwal Foundation
- 5 Shree Parasmal Bakliwal**
Treasurer, Bakliwal Foundation

TEACHERS OF THE COLLEGE (2 Members)

Nominated by the Principal based on seniority by rotation

- 1 Prof. Kavita Kushwaha**
- 2 Prof. Pooja Gajra**

EDUCATIONALIST OR INDUSTRIALIST (1 Member)

Nominated by the Management.

Dr. Mangesh Dash
Former Director, Bhubaneswar Institute of Management Studies.

UGC Nominee (1 Member)

Nominated by the UGC.

Nominee as per UGC

STATE GOVT. NOMINEE (1 Member)

Academician not below the rank of professor or State Government official of Directorate of Higher Education/State Council of Higher Education.

Director, Directorate of Higher Education

UNIVERSITY NOMINEE (1 Member)

Nominated by University

University Nominee

PRINCIPAL OF COLLEGE (1 Member)

Ex-Officio Secretary

Prin. Dr. Sharadkumar Shah

COLLEGE DEVELOPMENT COMMITTEE

Sr. No.	Details of Constituency	U/Section 97 of	Name & Designation
1	Chairperson of the management or his Nominee of the Management	1 a	CA Sanjay Bakliwal Chairman, Bakliwal Foundation
2	Secretary of the Management or his Nominee	1 b	Mrs. Seema Bakliwal Executive President, Bakliwal Foundation
3	One Head of the Department to be nominated by the Principal	1 c	/Prof. Pooja Gajra Coordinator for BBA and B.Com
4	Three Teachers in the College of recognized Institutions elected by the full time amongst themselves out of whom one shall women	1 d	/Prof. Kavita Kushwaha Coordinator, Examination Cell /Prof. Rashmi Patil Coordinator, Dept. of Computer /Prof. Salonee Khare Faculty, Dept. of Management and TPO
5	One non-teaching employee elected by regular non-teaching staff from amongst themselves	1 e	Mr. Anil Vishwakarma Office Superintendent
6	Four Local Members nominated by the management in consultation with the Principal from the fields of Education/Industry/Research and Social service of whom at least one shall be an Alumnus	1 f	Dr. Mangesh Dash Educationalist CA Naman Bakliwal Industrialist CA Samyak Bakliwal Industrialist Mr. Gaurav Hande Alumni
7	Coordinator-IQAC of the College	1 g	Prof. Rani Dsauza Co-Ordinator, IQA Cell
8	President & Secretary of the College Students' Council	1 h	General Secretary
9	Principal of the College or Head of the Institution-Member Secretary	1 i	Prin. Dr. Sharadkumar Shah

QUALITY POLICIES

WE at BFCACS are committed to pursuit of excellence in the field of education in order to lead to development of good competent work force and contributing to nation building. To pursue global standards of excellence in all our endeavours encompassing teaching, research, consultancy and continuing education and to remain focused in our core and support functions and in that direction to hold ourselves accountable to our stake holders, through embedded processes of self-evaluation and continuous improvement.

We endeavour to achieve this by continually improving our quality management systems by:

1. By providing organizational support for achieving 'Quality' at all levels.
2. By involving and empowering all in the process of continual improvement.
3. by encouraging problem solving, innovation and research by inter-disciplinary teams
4. By ensuring dissemination of information in the best possible way.
5. By encouraging young minds to perform in the era of constant technological advancement
6. Adoption of Innovative teaching methods.
7. Providing creative enriching learning experiences.
8. Student centric activities.
9. Staff development programmes.
10. Having quality control mechanisms in place.
11. Continuous review of systems and processes to ensure Quality assurance.
12. Enhancing Quality consciousness amongst staff and students.
13. Creating a culture of total quality as a way of life.

EDUCATION POLICY STATEMENTS

We, the Bakliwal Foundation College of Arts, Commerce & Science, Vashi consider education integral to the formation of the human person for the fulfilment of his/her individual and social responsibilities.

Our educational aims at forming leaders who are intellectually competent, spiritually mature, morally upright, psychologically integrated, physically healthy and socially acceptable; who will champion the cause of justice, love, truth and peace and who are ever open to further growth.

The secret of the success of our educational institutions is a community of teachers who are committed to their vocation, professionally competent, morally upright, just and humane in dealings, and who grow in the true vision of education.

We aspire towards creating a just and humane society where dignity of the human person is respected, where unjust social structures are challenged, where our cultural heritage of ahimsa, religious harmony and national integration is upheld, and where the poor and the marginalised are specially taken care of.

We have to reach out to the families, primarily of the students, to assist them in their needs, to share in their joys and sorrows, and to help them experience love and freedom so that the students realize that our educational institutions are an extension of their homes.

Our institutions are open to all students irrespective of caste and creed; they are accepted and cherished as they are and are helped to grow in their cultural, social and religious traditions. As they are privileged to be in our institutions, they will also have the right to get acquainted with their own culture.

Our institutions are open to society at large by making their resources available for education and non-formal teaching.

For the realization of this BFCACS goal of education, we expect students, parents and teachers to share this vision and to cooperate with us whole-heartedly.

PEDAGOGY



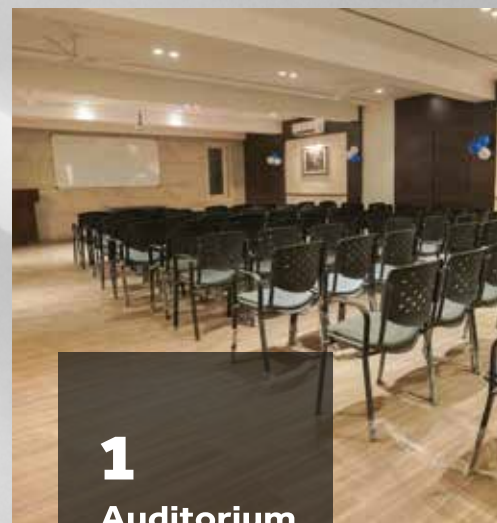
CAMPUS & FACILITY



19
Multimedia
Classroom



4
Counseling
Room



1
Auditorium



1
Library with
1500+
Ref. Books



1
PC Lab with
80
Computers



1
Conference
Room



2
Reading
Room



1
English
Lab



Multi
Utility
Room



1
Indoor Game Room



1
Billiards Room



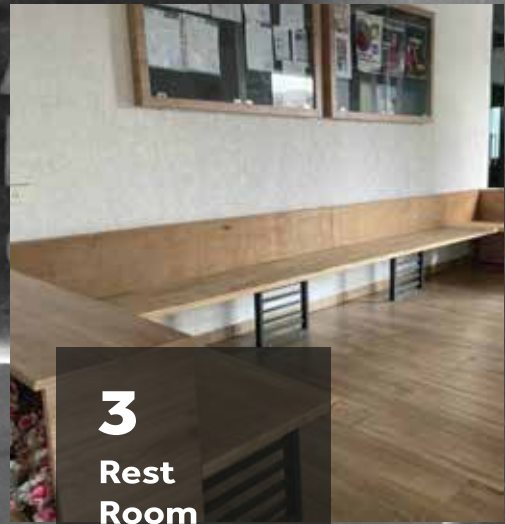
1
Cafeteria



1
Pantry



1
Medical Room



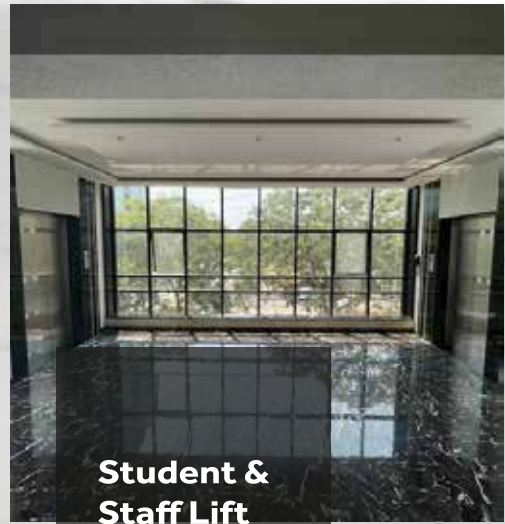
3
Rest Room



2
Boys & Girls Common Room



Drinking Water



Student & Staff Lift

OUR COMMITTEES



College Development Committee (CDC)



Cultural Club



Internal Quality Assurance (IQAC) Cell



Anti-ragging Cell



Women Development Committee



National Service Scheme (NSS)

Examination Committee

Library Committee

Admission Committee

Sports Club

Grievance Redressal Committee

Discipline Committee

Attendance Committee

Mentoring Committee

Research & Development Committee

Remedial Coaching Class Committee

Science Association

Commerce Association

Students Welfare Association

Staff Welfare Association

Human Value Cell

Competitive & Career Guidance Cell

Website Monitoring Committee

Swachh Campus Cell

News & Publicity Committee

Department of Life Long Learning (DLLE)

Green Club

Skill Development Committee

Equal Opportunity Cell

Parent-Teachers' Association

COURSES OFFERED

BACS

BACHELOR OF ARTS
– CIVIL SERVICES



240

B.COM.

BACHELOR OF
COMMERCE



120

BBA

BACHELOR OF BUSINESS
ADMINISTRATION



240

BCA

BACHELOR OF COMPUTER
APPLICATION



120

GLOBAL CERTIFICATIONS

Chartered
Management Accountant
(CMA - UK)

Chartered
Accountant
(CA - India)

Certified
Financial Planner
(CFP - USA)

BACHELOR OF ARTS CIVIL SERVICES (BACS)

**Revised
Course as per
NEP 2020**

Faculty of Arts (Civil Services):

First Year Bachelor of Arts (F.Y.B.A): Semester I & II

ELIGIBILITY

COURSE DURATION	: 3 YEARS DIVIDED IN 6 SEMESTERS
INTAKE CAPACITY	: 100
EXAM TYPE	: THEORY & PRACTICAL
MEDIUM OF EXAMINATION	: ENGLISH
TOTAL CREDITS	: 144 CREDITS

THE SYLLABUS

SEMESTER 1

- Foundation Course-I
- Foundation Course-II
- POLITICAL SCIENCE/
Public Administration/ History
- Verbal-nonverbal Logical
Reasoning and Analytical
Ability (CSAT)
- Sanskrit Prarambha and
Shambhala
- L1-Competitive English
- Indian Knowledge System (IKS)
- Yoga and Life Science Education
- NSS/Sport/Co-curriculum
activities/Cultural Activities/

SEMESTER 4

- Indian Freedom Struggle (History)
- India and its neighborhood
(Political Science)
- World Physical Geography
(Geography)
- Sanskrit Language and Literature
- POLITICAL SCIENCE/
Public Administration/ History
- Machine Learning (MSCIT)/
Event Management/Advance
excel/C++/ Mobile Repairing
- Spoken English
- Community Engagement
and services

SEMESTER 2

- Indian Art and Culture (History)
- Indian Polity (Part-I) (Political Science)
- Sanskrit Language and Literature
- POLITICAL SCIENCE/
Public Administration/ History
- Sanskrit Bhasha Kaushalya
- Marathi Bhasha and Vyakaran
- Competitive English
- Environmental Studies
- NSS/ Sport/Co-curriculum
activities/Cultural Activities

SEMESTER 5

- Conservation And Environment
(Geography)
- Developmental Economics
(Economics)
- Indian Economy (Economics)
- (Any one of the optional/Elective
Subject from the following Subjects
prescribe for the Study under Specific
School Core course)
- 1) Understanding International Politics
(Political Science)
- 2) Governance and Public Policies
(Humanities)
- 3) Women Empowerment (Sociology)
- 4) Disaster Management (Geography)
- 5) Human Rights (Humanities)
- Sanskrit Language and Literature
- Paper Writing skill
- English Communication Skill
- BACS-V-VIII
Internship/ Study Tour Or Community
Engagement and Services

SEMESTER 3

- Modern Indian History
- Indian Polity (Part – II)
- Salient Feature of Indian Society
- Sanskrit Language
- POLITICAL SCIENCE/
Public Administration/ History
- (Online Courses of MOOC/ Swayam /
NPTEL Portal) or the courses of
Travel and Tourism/ Hospitality/
Machine Learning etc
- L2 Competitive English.
- NCC/NSS/ Sport/C- curriculum
activities/ Cultural Activities

SEMESTER 6

- Internal Security (Humanities)
- Ethics, Integrity and Aptitude
(Humanities)
- Land Reforms, Liberalization, science
and Technology (Economics)
- (Any one of the optional/3)/Elective
Subject from the following Subjects
prescribe for the Study under Specific
School Core course)
- 1) Understanding International Politics
- 2) Governance and Public Policies
- 3) Women Empowerment
- 4) Disaster Management
- 5) Human Rights
- Sanskrit Language and Literature
- Personality Development
- Competitive English.
- Office Internship/On Job Training

BACHELOR OF COMMERCE (B.COM.)

Revised
Course as per
NEP 2020

Faculty of Commerce:

First Year Bachelor of Commerce (FY B. Com): Semester I & II

ELIGIBILITY

COURSE DURATION	: 3 YEARS DIVIDED IN 6 SEMESTERS
INTAKE CAPACITY	: 100
EXAM TYPE	: THEORY & PRACTICAL
MEDIUM OF EXAMINATION	: ENGLISH
TOTAL CREDITS	: 104 CREDITS

THE SYLLABUS

FIRST YEAR:

SEMESTER 1

Compulsory

- Sanskrit
- English
- Financial Accounting-I
- Business Economics
- Digital Marketing
- Communication in English

Elective Courses (Choose One)

- NCC
- NSS
- Sports
- Cultural

SEMESTER 2

Compulsory

- Sanskrit
- English
- Financial Accounting II
- Principles of Business Management
- Monetary Economics
- Basics of MS Excel
- Environmental Studies
(Ability Enhancement Course)

SECOND YEAR BCOM:

SEMESTER 3

Compulsory

- English
- Cost Accounting
- Indian Economy
- Business Law
- Advertising and sales promotion

Elective Courses (Choose One)

- NCC
- NSS
- Sports
- Cultural

SECOND YEAR BCOM:

SEMESTER 4

Compulsory

- Management Accounting
- Company Law and Secretarial Practice
- Entrepreneurship Development
- Computerised Accounting
- Constitution of India

Elective Courses (Choose One)

- Communication in English
- Yoga Jyotish
- Sanskrit
- Hospitality and Tourism
- Principles & Practice of Insurance

THIRD YEAR BCOM:

SEMESTER 5

Compulsory

- Marketing Management
- Direct Tax
- Financial Marketing Operations/
Human Resource Management
- Fundamental of Statistics
- Internship and Industrial Visit

Elective Courses (Choose One)

- MOOCs
- Web Designing
- E- Commerce

SEMESTER 6

Compulsory

- Auditing
- Indirect Tax
- Financial Management/Industrial Law
- Business Communication
- Project/Field Law

Note: Students must select only one elective course from the options provided above.

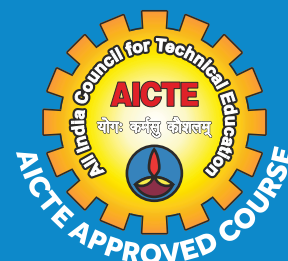
BACHELOR OF BUSINESS ADMINISTRATION (BBA)

Faculty of Management: Bachelor of Business Administration (B.B.A.): FY B.B.A. Semester I & II

Revised
Course as per
NEP 2020

ELIGIBILITY

COURSE DURATION	: 3 YEARS DIVIDED IN 6 SEMESTERS
INTAKE CAPACITY	: 100
EXAM TYPE	: THEORY & PRACTICAL
MEDIUM OF EXAMINATION	: ENGLISH
TOTAL CREDITS	: 104 CREDITS



THE SYLLABUS

FIRST YEAR BBA:

SEMESTER 1

Compulsory

- Sanskrit
- English
- Principles of Business Management
- Evaluation of Business
- Financial Accounting
- Communication in English

Elective Courses (Choose One)

- NCC
- NSS
- Sports
- Cultural

SEMESTER 2

Compulsory

- Sanskrit
- English
- Organisation Behaviour
- Business Economics
- Cost accounting
- Environment Studies
- Environmental Studies (Ability Enhancement Course)

SECOND YEAR BBA:

SEMESTER 3

Compulsory

- English
- Marketing Management
- Financial Management
- Business ethics and Corporate Governance
- International Business Environment

Elective Courses (Choose One)

- NCC
- NSS
- Sports
- Cultural

THIRD YEAR BBA:

SEMESTER 4

Compulsory

- Human Resources Management
- Management of Business Finance
- Statistics and Business Finance
- Computerized Accounting
- Constitution of India

Elective Courses (Choose One)

- Business Legislations
- Money Banking and Finance
- Communication in English/Sanskrit/Vyankaran
- Yoga/Music

SEMESTER 5

Compulsory

- Business Organisation and Management
- Operations Management
- Service Sector Management/ E commerce/Rural Marketing/Principle and Practice of Banking/Recruitment and Selection
- Entrepreneurship Development
- Industrial Visit & Internship

Elective Courses (Choose One)

- MOOCs
- Company Law
- Hospitality and Tourism

SEMESTER 6

Compulsory

- Strategic Management
- Computer Application in Business
- Management Accounting/Digital Marketing/ Job Analysis and PMS
- Managerial Skill Development
- Project

Note: Students must select only one elective course from the options provided above.

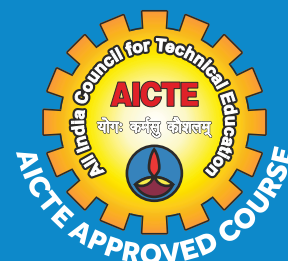
BACHELOR OF COMPUTER APPLICATION (BCA)

Revised
Course as per
NEP 2020

Faculty of Computer Application: Bachelor of
Computer Application [B.C.A.] : FY B.C.A. Semester I & II

ELIGIBILITY

COURSE DURATION	: 3 YEARS DIVIDED IN 6 SEMESTERS
INTAKE CAPACITY	: 100
EXAM TYPE	: THEORY & PRACTICAL
MEDIUM OF EXAMINATION	: ENGLISH
TOTAL CREDITS	: 168 CREDITS



THE SYLLABUS

FIRST YEAR BCA:

SEMESTER 1

Compulsory

- Compulsory
- Sanskrit
- English
- Office Automation
- Programming in 'C'
- Fundamental of Statistics
- E-Commerce
- Communication in English

Elective Courses (Choose One)

- NCC
- NSS
- Sports
- Cultural

SEMESTER 2

Compulsory

- Sanskrit
- English
- Computer Network
- Programming in C++
- Numerical Methods
- Statistics
- Communication in English

Elective Courses (Choose One)

- NCC
- NSS
- Sports
- Cultural
- Environmental Studies
(Ability Enhancement Course)

SECOND YEAR BCA:

SEMESTER 3

Compulsory

- Sanskrit
- English
- Operating System
- Web Technology
- Computer Graphics
- Discrete Mathematics
- Communication in English

Elective Courses (Choose One)

- NCC
- NSS
- Sports
- Cultural

SEMESTER 4

Compulsory

- Constitution of India
- Linux Operating System
- Web Technology-2
- Data Structure
- Digital Electronics
- Communication in English

Elective Courses (Choose One)

- Media & Entertainment
- Advertising
- Solar System Maintenance
- Mobile, TV and Computer Maintenance
- Banking Finance Services

THIRD YEAR BCA:

SEMESTER 5

Compulsory

- DBMS
- PHP
- Computer Workshop
(Salesforce Technology)
- Artificial Intelligence
- Software Testing

Elective Courses (Choose One)

- Media & Entertainment
- Advertising
- Solar System Maintenance
- Mobile, TV and Computer Maintenance
- Banking Finance Services

SEMESTER 6

Compulsory

- SQL & PL/SQL
- Python
- Cyber Security
- Automata

Elective Courses (Choose One)

- Media & Entertainment
- Advertising
- Solar System Maintenance
- Mobile, TV and Computer Maintenance
- Banking Finance Services

THIRD YEAR BCA:

SEMESTER 7

Compulsory

- Cloud Computing
- Core Java
- Data Visualization

SEMESTER 8

(With honors)

Compulsory

- Data Warehousing and Mining
- Advance Java
- Research Methods
- Project

SEMESTER 8

(With Research)

Compulsory

- Social Ethics in Information Technology
- Software Tools in Research
- Research Methods
- Project

Note: Students must select only one elective course from the options provided above.

CERTIFICATE COURSES OFFERED

Sr. No.	Name of Course(s)	Duration
01	Certificate Course in Conversational English	6 months
02	Certificate Course in Personality Development	6 months
03	Certificate Course in Tally/ERP-9 [Autonomous]	6 months
04	Certificate Course in Business English	6 months
05	Certificate Course in Digital Marketing	6 months
06	Certificate Course in Graphic Design	6 months
07	Certificate Course for social media	6 months
08	Certificate Course in Tourism & Hospitality	6 months

BRIDGE COURSES OFFERED

Sr. No.	Name of Course(s)	Duration
01	Bridge Course in Spoken English	3 Months
02	Bridge Course in Economics	3 Months
03	Bridge Course in Psychology	3 Months
04	Bridge Course in Political Science	3 Months
05	Bridge Course in Accountancy & Financial Management	3 Months
06	Bridge Course in Commerce	3 Months
07	Bridge Course in Basic Mathematics & Statistics	3 Months
08	Bridge Course in Electronics	3 Months

REMEDIAL COURSES OFFERED

Sr. No.	Name of Course(s)
01	Remedial Course in Business Communication
02	Remedial Course in Economics
03	Remedial Course in Sanskrit
04	Remedial Course in Research Methods
05	Remedial Course in Accountancy & Financial Management
06	Remedial Course in Mathematics & Statistical Techniques
07	Remedial Course in C++ Programming
08	Remedial Course in Digital Electronics

OUR VALUE ADDED SERVICES

INTERNSHIP/ OJT

Professional learning experience that offers meaningful, practical work related to a student's field of study or career interest.



PLACEMENTS

Companies come to colleges campus, conduct interviews, and hire candidates to work in their company.



SOFT SKILLS

Soft skills are a combination of people skills, social skills, communication skills, character or personality traits, attitudes, career attributes, social intelligence



SWAYAM NPTEL

National Programme on Technology Enhanced Learning (NPTEL) is a project of MHRD initiated by seven Indian Institutes of Technology



STUDY ABROAD

Facilitate Students with university shortlisting, admission assistance, Visa Processing, Accommodation facility, Work Visa etc...



LIFE SKILLS

Psychosocial competencies and interpersonal skills that help people make informed decisions, solve problems, think critically and creatively, communicate effectively, build healthy relationships



LIFE AT BFC



Business Model Presentation



Class of the Year



Award Ceremony



Commerce Fest (2)



Current Affairs Session



Group Photo



Navratri Pooja



Sports Day Kabaddi



Sports Day



Swachh Bharat Drive



Urja



Industrial Visit



Mangroves Cleaning by Green Club Students



Debate Competition



ICAI Seminar



Industrial Visit



One-One Viva



Sports Day Celebration



Swachh Bharat Drive



Sports Day

OUR TRAINING & PLACEMENT CELL

Industrial Visit



The Training and placement Cell is committed to provide all possible assistance to its students to find employment as per their field chosen. The cell on a continuous basis invites various companies and reputed firms for campus recruitment. This cell is also responsible for conducting various Training activities in an effort towards preparing prospective students for the campus selection programs.

Pre Placement Assistance



On Job Training / Internship



Career Guidance



Workshops / Seminars



Alumni Cell



Career Fair



PLACEMENT PARTNERS

				
				
				
				
				
				
			And many more...	

INDUSTRIES EXPLORED THROUGH PLACEMENTS

**3500+
RECRUITERS**



ADMINISTRATION & MANAGEMENT



HUMAN RESOURCES



MARKETING



ACCOUNTING



ADVERTISING



PUBLIC RELATIONS



BANKING



FINANCE



OPERATIONS



RAILWAYS



MEDIA

AN APPEAL TO THE PARENTS / GUARDIANS (Very Important)

Reading of Prospectus

Parents and Guardians are requested to go through the 'Prospectus' and understand all aspects before admitting their wards in the college.

Parents' Meetings

Parents and Guardians are requested to attend the parents' meetings and meet the Class Teacher / Head of the Department /Principal for the information about the progress of their wards.

No Use of Mobile Phones in the Campus

Bringing of mobiles within the campus is strictly prohibited as per the norms of University of Mumbai. If any Learner found with mobile, the mobile set shall be forfeited and strict action shall be taken against the Learner. So parents are requested not to give mobile sets to their wards.

Evaluations/Examinations

The examinations of all degree programs are on Credit, Grading and Semester basis. So, parents are requested to see the regularity and compliance of rules and regulation of evaluations or examinations of their wards. If the Learners/wards are irregular in attendance and not up to the mark in internal evaluations / semester end examinations or failed to attain these examinations, they are not allowed to fill-in the University examination forms. In such a case, they are personally responsible for their academic loss.

Visit to the College Website

Parents and guardians are requested to visit regularly college website 'www.bakliwalfoundation.com' for further details Time Table / Exam Schedule / Students' Handbook or if any changes.

Revision of Fees

University of KKSU is in the process of revision of fees. If it is revised, it is binding on the parents and Learners to pay revised fees at the time of admission or during the academic year.

ADMISSION GUIDELINES

A. Rules for Admission

- ✓ Right of admission is reserved by the Principal.
- ✓ Learner seeking admission to the college should present himself/ herself with an application in the prescribed form duly filled in and signed by him and his parents/guardian.
- ✓ No admission will be regarded as granted unless it is duly approved by the Principal.
- ✓ All admissions are valid only for a year and is required to be renewed with application in the prescribed form for the new subsequent year.
- ✓ A learner admitted will be considered as duly admitted for a year, unless he/ she informs the Principal in writing of his/her intention to cancel the admission and leave the college.
- ✓ Student will be provisionally admitted until MH-CET and display of names in CAP rounds (applicable for BBA & BCA Student as per AICTE rules).

B. Pre-Admission Online Enrolment Process for First year of all Courses

Following documents are required for Pre-Admission Online Enrolment Process

- Soft Copy of Latest Passport Size Coloured Photograph of the Aspirant
- Soft Copy of Signature of the Aspirant
- E-mail Address of the Aspirant
- Mobile Number of the Aspirant
- Photocopy of H.S.C. Mark-sheet of the Aspirant.
- Photocopy of S.S.C. Mark-sheet of the Aspirant.
- Parents name & number.

C. Documents Required for Admissions:

- a. Duly Filled-in College Admission Form
- b. Hard copy of Duly Filled-in Online Enrolment Form.
- c. Junior College Leaving Certificate (Original and Attested Photocopy).
- d. S.S.C. Mark-sheet (2 Attested Photocopy).
- e. H.S.C. Mark-sheet (Original and 3 Attested Photocopies).
- f. Passport Size Latest Coloured Photographs of Aspirant.
- g. Gap certificate if applicable.
- h. Aadhar Card (1 Attested Photocopy)

D. Documents Required for Reserved Category Students:

- a. All above Documents as mentioned in Sr. "C".
- b. Caste Certificate (For Learners belong to SC/ ST/ NT/OBC /SBC Categories) (1 Attested Photocopy).
- c. Non-Creamy Layer Certificate (For Learners belong to NT/OBC /SBC Categories) (1 Attested Photocopy).
- d. Ration Card (For Learners belong to SC /ST / NT / OBC / SBC Categories) (1 Attested Photocopy)
- e. Domicile certificate.
- f. Income certificate.

E. Documents Required for Students of Other Boards/State:

- a. All above Documents as mentioned in Sr. "C".
- b. Verification stamp of concerned board on 12th Mark-sheet (Original and 2 Attested Photocopies).
- c. Migration Certificate (Original and 3 Attested Photocopies).
- d. Transfer Certificate (Original and 3 Attested Photocopies).

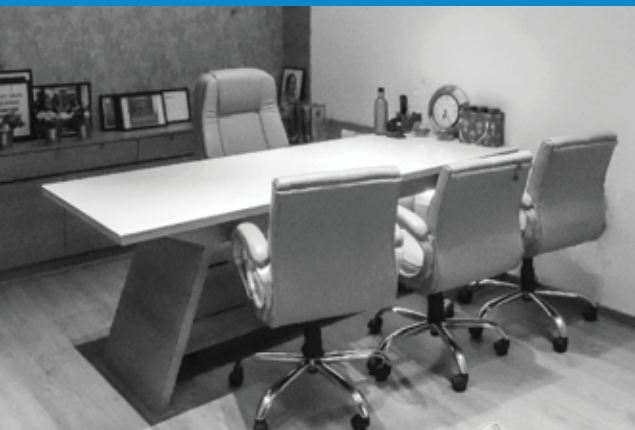
F. Documents Required for Students from Other Country:

- a. Confidential or mark-sheet transcript by Previous Board/ University (Original and 3 Attested Photocopies).
- b. Prima-Facie Eligibility Letter by University of KKS (Original and 3 Attested Photocopies).
- c. Visa (3 Attested Photocopies).
- d. Registration Certificate from Police Station (Original and 3 Attested Photocopies).
- e. Residential Permit in India (Original and 3 Attested Photocopies)

G. Documents Required for Diploma/Certificate/Bridge Courses:

- Duly Filled-in College Admission Form
- Mark-sheet/s of Previous Examination/s
- One Passport Size Latest Coloured Photograph of the Aspirant.

GRIEVANCE REDRESSAL OF STUDENTS



Grievances of learners are redressed systematically in the college through structured mechanism created by the Principal. The redressal mechanism is as under-

Grievance Redressal Committee

The college has constituted Grievance Redressal Committee to handle the grievances of the learners. The committee is headed by the Principal and all Head of Departments and one faculty member from each faculty as member, out of which one lady faculty member is also the member of the committee. Students are advised to contact the Chairman, Grievance Redressal Committee to redress their grievances.

Suggestion Box

Suggestion boxes are kept at strategic places. The Grievance Redressal Committee under the guidance of the Principal scrutinizes the suggestions of the students. Important suggestions are immediately taken into consideration for betterment of students and development of the college. Students are advised to put the valid suggestions in the suggestion boxes to resolve their grievances.

Government of Maharashtra has notified ragging as a cognizable offence. Any one reported to be involved in any form of ragging will be severely dealt with. Therefore learners are advised to restrain from indulging in any form of ragging. We have committed to observe the provisions of 'UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions 2009' (Reference No.:F1-16/2007(CPP-1/), April, 2009).

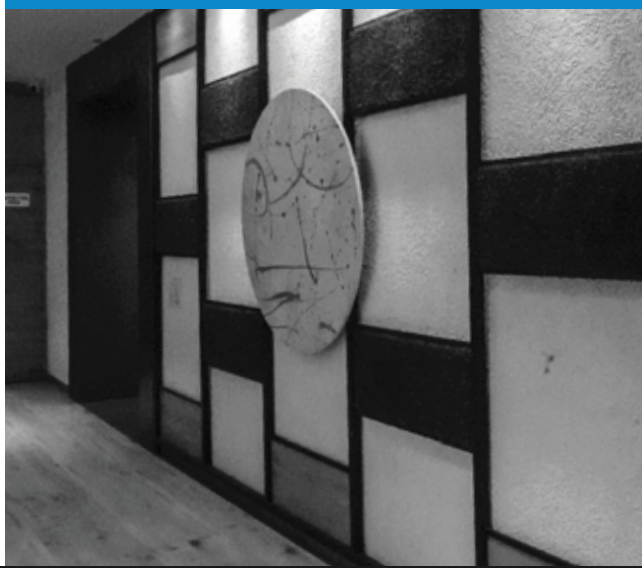
Nationwide toll free anti-ragging helpline: 18001805522.

Ragging is cognizable offence under the law on par with rape and other atrocities against women and ill treatment towards persons belonging to SC/ST. Ragging is strictly prohibited in the entire institution, including departments, constituent units, all its premises (including academic, residential, sports, canteen etc.) whether located within the campus or outside.

Students indulging in ragging other students will be punished as per the Maharashtra Prohibition of Ragging Act, 1999 (Mah. XXXIII of 1999) Published in Maharashtra Govt. Gazette on 15th May 1999.

In pursuance to the judgment of the Hon' supreme court of India dated 08.05.2009 in Civil Appeal No.887/2009, the University Grants Commission has framed "UGC Regulations on curbing the menace of ragging in higher educational institutions, 2009" which have been notified on 4th July, 2009 in the Gazette of India.

ANTI-RAGGING WARNING



WOMEN DEVELOPMENT CELL & ICC



As per the guidelines of the Vice-Chancellor of University of KKS, the College has introduced a Women's Development Cell (WDC) from the academic year 2020-2021 [From the beginning the College]. The Women's Development Cell (WDC) is a statutory body for the prevention/action against sexual harassment of women. It looks into the grievances / complaints of teaching, non-teaching staff and students, especially in cases of gender discrimination.

DISCIPLINE AND CODE OF CONDUCTS FOR STUDENTS

1. College Timing:

The timing of the college shall be from 8:00 am to 2:30 pm on all working days with a lunch break between 12:00-12:20 pm.

Student shall be in the campus at the prescribed time and shall attend regular theory classes, practical sessions, Mentor-Mentee sessions, remedial classes and if necessary and shall come early or stay back beyond working hours if practical session extends.

Late entry to the college shall not be entertained.

2. Identity Cards (ID Cards):

Students shall wear ID cards at all time within the campus and shall produce it to the staff and security when demanded.

Student shall not be allowed to enter the campus without ID card.

Duplicate ID cards shall be issued only in extraordinary circumstances, on formal application establishing the loss of the original and on payment.

Student shall not be permitted to enter library and borrow books without ID card

3. Dress Code:

The college shall expect the students to keep in mind the basic norms of modesty and decency with regards to dress. Uniform symbolizes unity, not diversity. It also indicates equality and a sense of belonging to the institution. Uniform provides a special identity. Hence it shall be taken as a source of pride and responsibility, not liability. Parents should see that the uniform and hairstyle of their wards are in tune with modesty and dignity.

The following dress code shall be followed:

Students of Professional Course: Uniform: Monday - Friday:

For B.C.A. & BBA all other professional courses, student shall wear Formal full sleeve shirt and trouser as prescribed by the college as a Uniform. (Note: On Saturday students are permitted to wear Formal/Informal Dress)

Students of Traditional Course (For B.Com, B.A. (Civil Services) courses):

Formals/Informal: Monday - Saturday:

Boys: Formal pants with descent Shirt

Girls: Churidar, Pants, Kurtas, Tops, (No tight fitting or short tops)

Students are Not Allowed

- Pajamas/Kurta, Shorts, Track Pants, Printed shirts - for Boys.
- Capri, Gowns, Ripped Jeans, short skirts, tight fitting clothes - for girls.
- Coloring of hair and unconventional haircuts are strictly prohibited.
- Boys piercing the ear and wearing ear rings.
- Any student violating the dress code will not be allowed to sit in the class.
- Any member of the teaching or non-teaching faculty may report a student for violation of the dress code, and appropriate action will be taken.

4. Attendance and Leave:

Students are expected to attend classes every day. However, if there are genuine reasons like ill-health, students can avail leave by informing the Class Teacher / HoD.

- ✓ The College mandates 75% attendance in each paper to promote teaching and learning outcome.
- ✓ The University Grants Commission (UGC) has mandated a minimum of 75% attendance in each paper to be eligible to write the End Semester Examination (ESE). College shall strictly adhere to the norms as enforced by the UGC.
- ✓ The student fulfilling the eligibility criteria laid by the affiliating university is eligible to pay examination fee. If the student fails to fulfil the eligibility criteria then he/she shall be detained and accordingly the student shall have to repeat the semester (Readmission) after seeking the permission of the Registrar, Bangalore Central University.
- ✓ The student by mere paying examination fee shall not have right to appear for End Semester Examination (ESE). Student shall comply with the criteria laid down in Evaluation Policy to take-up Internal/End Semester Examination.
- ✓ Students with < 75% shall not be permitted to write End semester examination.
- ✓ Students bringing in Political group activists into the college premises, Political pressure or letters from Political groups, making videos of the college processes providing incorrect/false information about the college to the media and acts of similar nature regarding attendance will be summarily rusticated from the college immediately.
- ✓ Student if absent for one period in a day, he/she shall be marked absent for that period only.
- ✓ Attendance is available for students/parents to view on the College ERP portal. Every student shall be provided with a unique password at the beginning of the academic year to access information, including attendance, Internal marks, and access to the classes contents. Parents can make use of this facility to know about their wards attendance.
- ✓ Students shall check the attendance regularly, and if any discrepancy is found, the same shall be brought to the notice of the Class Teacher / HOD in writing within two working days.
- ✓ It is mandatory for students to attend the internal test. College shall not be conducting retest without any genuine reason and the permission from the Principal.
- ✓ Students absent on medical grounds shall produce a bonafide medical certificate.
- ✓ If a student is absent continuously for three classes in a subject/paper, he/she shall submit admit slip duly signed by HOD to attend classes failing which, attendance shall not be given.
- ✓ Prolonged or serious illness, hospitalization or advised rest for long period shall be reported to the Class Teacher /HOD within a week. The letter duly signed by parent/guardian along with prescription, medical certificate shall be submitted to the Class Teacher /HOD on the day of reporting to college. Student shall make up the attendance by attending classes regularly after reporting to college. Only genuine cases with regular attendance and good performance in previous semester shall be considered for attendance at the end of the semester.
- ✓ Absence due to regular sickness like fever, cold/cough, vomiting, and diarrhea or due to family function etc., shall not be considered for relaxation of attendance as these couple of days absence is covered in the 25% relaxation provided in the attendance while fixing eligibility criteria. Hence, student shall attend classes regularly to make up the attendance.
- ✓ Attendance carries 5 marks both in theory and practical Internal Assessment.
- ✓ Attendance shall not be given to students for attending classes of Certificate Courses enrolled not offered by college.

1. Mandatory Average Attendance and Minimum Attendance for each Course

A) Every bonafide student shall ordinarily be allowed to keep terms for the given semester in a program of his/her enrolment, only if he/she fulfils at least seventy five percent (75%) of the attendance taken as an average of the total number of lectures, practical, tutorials, etc. Wherein short and/or long excursions/field visits/ study tours organized by the college and supervised by the teachers as envisaged in the syllabus shall be credited to his/her attendance for the total number of periods which are otherwise delivered on the material day/s.

B) Further it is mandatory for every learner to have minimum 50% attendance for each course and average attendance has to be 75%.

2. Consideration of Absentee on Account of Participation in Curricula / Co-curricular / Extra-curricular and Extension Activities with the Permission of the Principal

The above same ratio shall be applied for computing the attendance of the learners by crediting the number of periods which are missed while participating in an extra-curricular/co-curricular/extension / activity /competition / camp /workshop / convention / symposium /seminar etc. where the said learner is officially representing the College / University / District / State / Country with the permission of the Principal wherein for the purpose of computing the average attendance the periods missed for what is envisaged here-in-above, at Sr.No. 1, shall be deemed to have been attended by the said student.

3. Condonation of Additional 25% Absentee in Special Cases on Valid Evidence with the Permission of the Principal.

Without prejudice to what is stated here-in-above, the Principal shall be the competent authority to condone the absentee of any learner further up to additional 25%, if deemed fit and on recommendation of the Attendance Committee of the wherein it is mandatory on the said committee to do natural justice by giving personal hearing to every learner falling short to minimum attendance for keeping terms and recommending case by case to the principal having verified the genuineness and gravity of the problem that justifies the learner to remain absent, which generally shall be limited to his own sickness, sickness of his/her parent, death of his/her parent, etc. supported by valid evidence, documentary or otherwise.

5. Payment of fees:

- ✓ Fee shall be remitted in the admission office at the beginning of every academic year.
- ✓ Uniform, ID card, Campus Management System fee shall be paid at the admission counter in the beginning of the academic year.
- ✓ Every eligible student in each semester shall pay the Examination fees (amount prescribed by the affiliating University) after obtaining the No Due Certificate within the stipulated time.
- ✓ The college under any circumstances shall not entertain late payment of examination fee.
- ✓ Student shall maintain the Receipts issued by the office safely and produce them on demand. Duplicate Fee Receipt shall not be issued at any circumstances.
- ✓ Students shall check the receipt issued and mistakes if any shall be rectified immediately. Complaints made later shall not be entertained.
- ✓ Every student shall remit the convocation fee (amount prescribed by the affiliating University) within the stipulated time as per notification

6. Cleanliness:

- ✓ Student shall maintain cleanliness in classrooms, verandas and in college premises. Student shall avoid leaning against walls and door-ways.
- ✓ Students shall desist from disfiguring the classrooms, the furniture, compound walls and buildings or any part of the college campus by pasting poster's, fixing nails or writing on them.
- ✓ Littering, defacing the walls or desks, damaging College property etc. are offences. Every class under the guidance of the class leader shall be responsible for the cleanliness of the room allotted to it.
- ✓ Students shall refrain from sticking chewing gum on the walls or college furniture strict actions will be initiated against those who destruct or cause to destruct, disfigure the properties of the college.

7. Use of Electronic Gadgets:

- ✓ Video recording using mobile phones, smart phones, iPad or handycam within the campus without the permission of the Principal shall be dealt seriously and may lead up to rustication of the student.
- ✓ Parents are to note that any request for returning the gadget shall not be entertained.

8. Celebrations:

- ✓ The college at any cost shall not entertain Birthday celebration or any other celebrations inside the classrooms.
- ✓ Prior permission of the Principal is compulsory to conduct any programmes inside the college or in the auditorium. Auditorium shall be booked in advance.

9. Parking in college premises:

- ✓ Students are expected to park their vehicles in the allotted slot only between 7:30 am to 2:30 pm.
- ✓ Students shall park the vehicle at their own risk and College shall not be responsible for any kind of damage to the vehicle.
- ✓ Every 2nd Saturday of the month is observed as the No Vehicle Day to support the public transport.

10. Internet policy:

- ✓ Students shall not engage in cyber bullying by posting email, blogs, video footage, images, photographs on social networking sites, chat rooms, you tube, sms, mms which are violent, aggressive or threatening, vulgar or obscene.
- ✓ Students shall restrict themselves from sending or posting information that is defamatory to the institution and to the members of the college fraternity.
- ✓ Students are to refrain from introducing software onto the network of the institution and/ or jeopardizing the security of the organization's electronic communications systems.

1. Attendance

2. Instructions about Examinations

3. Discipline

4. Behaviour and Conduct

5. Dress Code

6. Norms of Anti-Ragging

7. Anti-Ragging Warning

8. Prohibition of sales of Cigarettes & Tobacco

9. Mechanism of Grievance Redressal of Student

10. Rules of Attendance

11. Rules for Library

12. Rules for Laboratory

13. Rules for Computer Centre

14. Rules for Examinations

15. Complete Handbook for Students' Ethics & Code of Conduct

Refer College Website:
www.bfc.ac.in

SCHOLARSHIPS & FREE-SHIPS FOR STUDENTS

A. Government Scholarships

1. SC/ST/NT/VJ/OBC/SBC Scholarship
2. State/National Open Merit Scholarship
3. Physically Handicapped Scholarship
4. Minority Scholarship

B. Government Free-ships

1. SC/ST/NT/VJ/OBC/SBC Free-ship
2. EBC/PTC Free-ship
3. Ex-Servicemen Free-ship
4. CIDCO Stipend

Sr. No.	Name of the Scholarship/Free-ship	Eligibility	Documents Required
1.	Government of India Scholarship (SC/ST/NT/VJ/OBC/SBC Learners)	Who have passed the past examination and annual income is not more than 1,00,000/- (For NT/VJ/OBC/SBC) and 2,50,000/- (For SC/ST)	1. Caste Certificate 2. Income Certificate [From Tahasil office] 3. Attested photocopies of H.S.C. Leaving Certificate, S.S.C. and previous year's Mark-sheets in duplicate 4. Non Creamy Layer Certificate (For NT/VJ/SBC/OBC) 5. Attested photocopy of Ration Card 6. Attested photocopy of Aadhaar Card 7. Attested photocopy of identity Card of the College 8. Attested photocopy of Receipt of Admission 9. Passbook of Bank of India
2.	National Merit Scholarship	Who have passed H.S.C. Examination securing more than 60% marks or who were receiving this scholarship in the past academic year is eligible. The Student must submit their progress report before August 30th	1. Income Certificate from the concerned authorities in duplicate 2. Attested photocopies of H.S.C. Leaving Certificate S.S.C. and previous year's Mark-Sheets in duplicate 3. Attested photocopy of Ration Card 4. Attested photocopy of Aadhaar Card 5. Attested photocopy of identity Card of the College 6. Attested photocopy of Receipt of Admission 7. Passbook of Bank of India
3.	State Government Open Merit Scholarship	Who have passed the HSC examination Securing more than 60% marks. The Student must submit their progress report before August 30th	1. Attested photocopies of H.S.C. Leaving Certificate, S.S.C. and previous year's Mark-sheets in duplicate 2. Attested photocopy of Ration Card 3. Attested photocopy of Aadhaar Card 4. Attested photocopy of identity Card of the College 5. Attested photocopy of Receipt of Admission 6. Passbook of Bank of India
4.	Physically Handicapped Scholarships	Who are physically Handicapped having a certificate (Minimum 40%) by the concerned Civil Surgeon and minimum 40% marks in last examination	1. Medical Certificate in the Prescribed Format 2. Income Certificate (From Tahasil office) authorities in duplicate 3. Attested photocopies of H.S.C. Leaving Certificate 4. S.S.C. Mark-Sheet and previous year's Mark-Sheets in duplicate. 5. Attested photocopy of Ration Card 6. Attested photocopy of Aadhaar Card 7. Attested photocopy of identity Card of the College 8. Attested photocopy of Receipt of Admission 9. Passbook of Bank of India
5.	Scholarship for the Ex Servicemen's Sons/Daughters/Wife/Widow	Sons / daughters / wife /widow of Ex-serviceman	1. Written bond on a prescribed forms. 2. Certificate as a Ex-Serviceman and Identity Card 3. Attested photocopies of previous year's mark-sheet in duplicate 4. A certificate by the concerned Principal stating that the learner was receiving this scholarship in the previous year 5. Attested photocopy of Ration Card. 6. Attested photocopy of Aadhaar Card 7. Attested photocopy of Identity Card of the College 8. Attested photocopy of Receipt of Admission 9. Passbook of Bank of India 10. Attested photocopies of H.S.C. Leaving Certificate.

Sr. No.	Name of the Scholarship/Free-ship	Eligibility	Documents Required
6.	Post Matric Scholarship for Learners of Minority Community (Muslim, Sikh, Christen, Buddhist, Jain and Parasi)	The minority learners who have secured not less than 50% marks or equivalent grade in the final examination and the annual income of whose parent's/guardian's from all sources does not exceed 2,00,000/-	1. Caste Certificate. 2. Domicile Certificate 3. Attested photocopies of previous year's mark-sheet in duplicate 4. A certificate by the concerned Principal stating that the learner was receiving this scholarship in the previous year 5. Attested photocopy of Ration Card. 6. Attested photocopy of Aadhaar Card 7. Attested photocopy of Identity Card of the College 8. Attested photocopy of Receipt of Admission 9. Passbook of Bank of India 10. Attested photocopies of H.S.C. Leaving Certificate.
7.	Government of India Free-ship (SC /ST /NT /VJ/OBC/SBC (Students))	Who have passed the last examination and annual income is A) More than 2,50,000/ for SC / ST Students B) More than 1,00,000/ and not more than 8,00,000/- for NT/ VJ / OBC / SBC Students	1. Caste Certificate. 2. Domicile Certificate 3. Attested photocopies of previous year's mark-sheet in duplicate 4. A certificate by the concerned Principal stating that the learner was receiving this scholarship in the previous year 5. Attested photocopy of Ration Card. 6. Attested photocopy of Aadhaar Card 7. Attested photocopy of Identity Card of the College 8. Attested photocopy of Receipt of Admission 9. Passbook of Bank of India 10. Attested photocopies of H.S.C. Leaving Certificate.
8.	Government of India Free-ship (SC /ST /NT /VJ/OBC/SBC (Students))	Who have passed the last examination and annual income is- A) More than 2,50,000/ for SC / ST Students B) More than 1,00,000/ and not more than 8,00,000/- for NT/ VJ / OBC / SBC Students	1. Caste Certificate. 2. Domicile Certificate 3. Attested photocopies of previous year's mark-sheet in duplicate 4. A certificate by the concerned Principal stating that the learner was receiving this scholarship in the previous year 5. Attested photocopy of Ration Card. 6. Attested photocopy of Aadhaar Card 7. Attested photocopy of Identity Card of the College 8. Attested photocopy of Receipt of Admission 9. Passbook of Bank of India 10. Attested photocopies of H.S.C. Leaving Certificate.
9.	Economically Backward Class (E.B.C.)	Fees concession is given to the learners. The annual income of the parents should not be more than 8,00,000/per annum	1. An Income Certificate endorsed by Government Gazetted Officer or Tahsildar / Sarpanch 2. Attested photocopy of Ration Card 3. Attested photocopy of Aadhaar Card 4. Attested photo copy of identity Card of the College 5. Attested photocopy of Receipt of Admission 6. Passbook of Bank of India. 7. Attested photocopies of H.S.C. Leaving Certificate.
10.	CIDCO Stipend	The sons and daughters of the parents who belong to the CIDCO project affected person are eligible to apply	1. Income Certificate from the concerned authority. 2. Certificate regarding the possession of land on 7/12 form. 3. Award copy. 4. Commencement Certificate Form 5. Attested photocopy of Previous Year's Mark-sheet 6. Attested photocopy of Ration Card 7. Attested photocopy of Aadhaar Card 8. Attested photocopy of Identity Card of the College 9. Attested photocopy of Receipt of Admission 10. Attested photo copy of Possession Letter. 11. Attested photo copy of Succession Certificate 12. Passbook of Bank of India

Note: Students who have taken the admission with SC / ST/NT/SBC/OBC /Scholarship/ Free-ship facility and want to cancel their admission during the academic year have to pay the fees from the date of admission to the date of cancellation of admission as prescribed by the University.

ACADEMIC CALENDAR 2026-2027



**BAKLIWAL
FOUNDATION**

College of Arts, Commerce & Science

Holiday Calendar 2026-2027

JUNE 2026

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JUL 2026

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUG 2026

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPT 2026

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCT 2026

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOV 2026

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

SN	Holiday	Date	Day
1	Muharram	26 June	Fri
2	Independence Day	15 Aug	Sat
3	Raksha Bandhan	28 Aug	Fri
4	Parsi New Year	16 Aug	Sun
5	Id-e-Milad	26 Aug	Wed
6	Janmashtami	04 Sept	Fri
7	Ganesh Chaturthi	14 Sept	Mon
8	Anant Chaturdashi	25 Sept	Fri
9	Mahatma Gandhi Jayanti	02 Oct	Fri
10	Dussehra	20 Oct	Tue
11	Naraka Chaturdasi/Diwali	08 Nov	Sun
12	Deepawali Padwa	09 Nov	Mon
13	Bhaubeej	11 Nov	Wed
14	Guru Nanak Jayanti	24 Nov	Tue
15	Christmas	25 Dec	Fri
16	Makar Sankranti	14 Jan	Thu
17	Republic Day	26 Jan	Tue
18	Shiv-Jayanti	19 Feb	Fri
19	Maha Shivaratri	06 Mar	Sat
20	Eid ul-Fitr	10 Mar	Wed
21	Holi	22 Mar	Mon
22	Good Friday	26 Mar	Fri
23	Gudi Padwa	07 Apr	Wed
24	Ram Navami	15 Apr	Thu
25	Ambedkar Jayanti	14 Apr	Wed
26	Mahaveer Jayanti	18 Apr	Sun
27	Maharashtra Din	01 May	Sat
28	Bakri Id/Eid ul-Adha	17 May	Mon
29	Buddha Poornima	20 May	Thu

First Term – Odd Sem	08.06.2026 to 05.11.2026
Second Term Even Sem	21.12.2026 to 20.04.2027
Ganesh Festival	14.09.2026 to 18.09.2026
Diwali Vacation	06.11.2026 to 11.11.2026
Winter Vacation	25.12.2026 to 01.01.2027
Summer Vacation	18.05.2027 to 07.06.2027

Examination Schedule

Odd Sem End Examination III & V	20.11.2026 to 21.12.2026
Odd Sem End Examination Sem I	11.01.2027 to 22.01.2027
Even Semester End Examination - II, IV, & VI	26.04.2027 to 26.05.2027

DEC 2026

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JAN 2027

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEB 2027

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAR 2027

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APR 2027

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2027

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



Principal

