



Taking Steps in The Direction of Reality

PROSPECTUS



Shri Nagpur Gujarati Mandal's
SMT. USHABEN CHANDRAKANT THAKAR WOMEN'S COLLEGE

Queta Colony, Rampeth, Lakadganj, Nagpur-440008

Tel.: 0712-2720883 (M): 7620735880

E-mail: ushabencollege@gmail.com

<https://ushabenthakarwomenscollege.org>

A premier higher education institution run by Shri Nagpur Gujarati Mandal

Linguistic Minority Institute

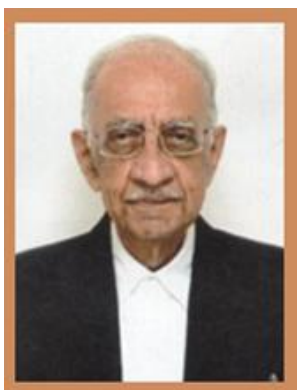
For Under Graduate Programs B.Com.

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur
University, Nagpur

Academic year 2024-25

Our Inspiration

"Shri Nagpur Gujarati Mandal is a 110-year-old charitable trust dedicated to education and social service. In pursuit of knowledge, it continually develops various faculties to meet the needs of modern times. The trust aims to develop employment skills among students of all streams through workshops, career counseling, etc., to help them find employment in the market. It provides support to needy students and strives to improve the quality of life for all strata of society. The journey for better knowledge, education, quality of life, and character is never-ending. You are welcome to join us on this noble journey."



Adv. C.J. Thakar
Chairman
Shri Nagpur Gujarati Trustee Mandal



Late Smt. Ushaben Chandrakant Thakar



Our Vision

To develop confident, well-rounded women who can make a difference on the global stage through their knowledge, open-mindedness, cultural sophistication, and independence.



Our Mission

To provide inclusive, boundary-breaking education that helps women stay ahead of the curve and contribute their unique talents to a better tomorrow.



Our Objectives

- To offer high-quality mentorship that will support students in every aspect of their lives.
- To continuously update policies that meet the needs and requirements of female students.
- To provide state-of-the-art technology-enabled infrastructure that fosters a dynamic learning environment.
- To maintain a holistic and inclusive environment that supports the academic and professional aspirations of students.
- To provide comprehensive facilities that promotes the overall growth and well-being of students.

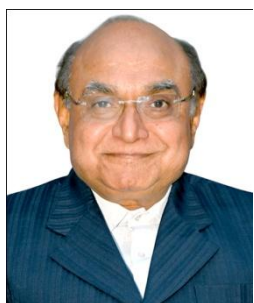
Introduction of the Mandal

Shri Nagpur Gujarati Mandal is an esteemed educational society that has been dedicated to providing education and social services for over 110 years. The Mandal offers a wide range of educational institutions, including pre-primary, primary, high schools, junior colleges, degree colleges, and postgraduate courses in the eastern part of Nagpur city. The main objective of the Mandal is to create an optimal academic environment that fosters the development of students' knowledge, skills, and talents.

Introduction of the College

Smt. Ushaben Chandrakant Thakar Women's College was established in the academic year 2013-14 after receiving recognition from the Government of Maharashtra and RTM Nagpur University, Nagpur. The college provides modern amenities, full security for girls, a well-equipped computer lab, good infrastructure, and a conducive educational atmosphere. Currently, the institute offers a commerce faculty and is planning to introduce new job-oriented courses tailored for girls in the near future. The college is staffed with well-trained professionals dedicated to academic growth and offers a wide range of extra-curricular activities for the holistic development of its students. The college is committed to delivering high-quality education to prepare girls for the challenges of tomorrow, with a focus on developing strong personalities and self-confidence to thrive in the outside world.

Message from the President.....



Shri. Yogeshbhai Patel
President
Shri Nagpur Gujarati Mandal

Education for the girls is the need of the day. The main objective of the education is to strengthen the mind, develop & expand the intellect and not just getting degree by being successful in the examination. To achieve the goal of education, high standard of teaching, best faculties and more practical approach toward to studies are required.

There was a great demand from the parents of girls students of school and people of the locality to start a degree college exclusively for girls. Shri Nagpur Gujarati Mandal is also aware that education for the girls is the need of the day for their employment and all round development to build good society and strong nation and hence it was decided to start Women's College. Accordingly Mandal started this college from the session 2013-14 with all amenities and security for girls.

Presently we are having Commerce faculty and with in short time new Job Oriented Courses meant for girls will be established. We have well trained staff for academic growth and plenty of extra-curricular activities for overall development of girls. The Mandal is looking forward to make this college a very welled quipped education center of high standard exclusively for girls.

Principal's Invite.....



Dr. Anuradha R. Poddar
Principal
Smt. Ushaben Chandrakant
Thakar Women's College,
Nagpur

Congratulations!

Welcome to the field of commerce!

As the Principal of this college, I am proud of the many achievements and accomplishments of our students. We strive to provide a supportive and engaging learning environment, where students can develop their skills, pursue their passions, and achieve their academic goals.

I encourage you to take advantage of the resources available at our institution, including academic resources, career services, and student organizations. Our faculty and staff are dedicated to supporting your success, and are available to answer any questions you may have.

This college experience will shape your future, and I am confident that our college community will provide you with the skills, knowledge, and support to succeed.

Thank you for choosing our college.

I wish you all the best !!!!

UG Commerce course

NEP is implemented this year by the state government and RTM Nagpur University in first year of B.Com.

B. COM. Sem 1	B. COM. Sem 2
<ol style="list-style-type: none">1. Major Subjects: Accounting and Taxation/Business Administration/ Finance and banking (Principals of management)2. OE: Elements of Business Environment /Foundations of Financial Accounting3. OE: Professional Ethics/Economic System4. VSC: Content Writing5. SEC: Stat up support Executive/ Consumer Care Executive6. AEC: English7. VEC: Environmental Studies8. IKS:Indian Economics and Business Model9. CC: N.S.S. / N.C.C. / Games and Sports Activities /Extension Projects	<ol style="list-style-type: none">1. Major Subjects: Accounting and Taxation/Business Administration/ Finance and banking (Commercial Laws)2. Minor: Business Economics/ Business legislation/ Entrepreneurship Development/ Marketing Management/ Financial Management/ Human Recourse Management (Introduction to Commerce)3. OE: Elements of Statistics/ Introduction to Company law4. OE: E-Commerce & M –Commerce /Bussiness Cycle Theory5. VSC: Office Management6. SEC: Mutual Fund Agent / Sells Associate7. AEC:Hindi / Marathi8. VEC: Constitution of India9. CC: N.S.S. / N.C.C. / Games and Sports Activities /Extension Projects

In three years, Six Semesters program, Bachelor of Commerce in English Medium has six papers in every semester.

B. COM. Sem 3	B. COM. Sem 4
<ol style="list-style-type: none">1. Financial Accounting – I2. Monetary Economics- I3. Company Law4. Holistic Development5. Compulsory English6. Hindi / Marathi / Supplementary English	<ol style="list-style-type: none">1. Financial Accounting- II2. Monetary Economics-II3. Banking procedure and Practice4. Secretarial Practice5. Compulsory English6. Hindi / Marathi / Supplementary English
B. COM. Sem 5	B. COM. Sem 6
<ol style="list-style-type: none">1. Financial Accounting - III2. Tax Procedure & Practices3. Agricultural Economics4. Human Recourse Management5. Business Entrepreneurship Development6. Company Audit	<ol style="list-style-type: none">1. Financial Accounting - IV2. International Economics3. Advance Statistics4. Financial Management5. Hospitality & Healthcare Management6. Marketing Process

Students are also supposed to under take home assignments, industrial visits presentation & Group discussions during various semesters. Changes in the course will be adapted as per RTM Nagpur University Instructions.

Eligibility for admission

First Year Undergraduate:

Students who have passed Higher Secondary School Certificate Examination from Maharashtra State Board of Secondary and Higher Secondary Education or equivalent shall be eligible for admission to B.Com. Part-I.

Second and Third Year Undergraduate:

Students who have passed B.Com. Part-I or Part-II or equivalent examination shall be admitted to the second year of the respective classes. Students promoted under ATKT rules are also eligible.

EnvironmentStudies:

B.Com Part II Student will have to pass in the examination of this course in order to obtain degree certificate from University. In case the student remains absent or fails to clear the course in the second year, he will have to clear the course in the third year. The course fee is Rs.100/- as prescribed by R. T. M. Nagpur University.

Rules for Admission:

The admission to the undergraduate class shall be according to the rules and regulations of the Rashtrasant Tukdoji Maharaj Nagpur University and the State Government.

(A) The Original Transfer Certificate of the last educational institution attended is essential for admission. The Certificate will not be returned once admitted to the college.

There will be no admission on the Duplicate Transfer Certificate.

(B) The fees once paid will not be refunded to the student who cancels his admission or leaves the college during the session.

(C) As per UGC norms, the sports persons shall be given preference in admission.

(D) The last date of admission to the college shall be according to the date fixed by Rashtrasant Tukdoji Maharaj Nagpur University.

(E) The decision of the Principal of the college regarding to the admission shall remain final.

Document needed for Admission

Sr. No.	Document At the time of admission	
1	University ARN form	1
2	Front facing colour photograph	3 copies
3	12th Mark sheet	Original + 5 Photocopy
4	12th TC/LC	12th Original + 5 Photocopy
5	10th Mark sheet	2 Photocopy
6	Caste Certificate, Domicile and Income Certificate	2 Photocopy
7	Non-Creamy layer certificate for SBC, OBC, VJNT	2 Photocopy
8	Aadhar Card	2 Photocopy
9	Equivalence certificate & Migration certificate for other board / State	Original + Photocopy
10	Voter's card (if any)	2 Photocopy

University Schedule of Admission for Session 2024-25

Sr. No	Event
1	Registration on RTMNU site https://rtmnuoa.digitaluniversity.ac/
2	Registration in college
3	Display of Merit List & Waiting List On College Website
4	Finalization of Admission From Merit List
5	Finalization of Admission from Waiting List
6	Counseling / Spot Admission / Round 2 (if necessary)

Admission Process

Step 1	Submit physical documents (Original & Photocopies), Application and Fees in the college strictly accordance to schedule .Failure to complete the process, leads to cancellation of your name from merit list.
Step 2	Once original documents such as TC is submitted will not be returned or available in any case. Please keep sufficient number of photo copies of TC, Marksheet or any other document with you for future usage.
Step 3	Collect Your college ID card /Entry Slip for 1 st day in college, Note down time table and start date from college website. It is mandatory to attend Induction Program of the College.
Step 4	If applicable, Student has to complete online Scholarship Process at his/her own responsibility.
Step 5	Join Certificate course for better professional skill learning.
Step 6	Participate in activities conducted by the institution. Get associated with Alumni Association on before/after completion of Graduation.

For further details and application form, students should contact the College Office. Online application form should be very carefully filled by the student. Be careful in filling the form and provide all details in the form as required.

1. Fill up complete form in every respect
2. Income certificate in detail, i.e. Basic pay, D.A. ,H.R.A. etc. for the last financial year
3. Mention whether father is a live or not.
4. Leaving certificate
5. Signature of father is required in ink.
6. If father is alive, father's signature is required. If not mother's signature is required
7. Income Tax is paid or not. If not, please attach a certificate that father/ guardian is not an Income Tax payee
8. If father and mother live separately, judicial separation certificate is to be attached
9. If father is retired, Pension certificate is required
10. If caste is not mentioned in School Leaving Certificate, students should not apply for G.O.I.(Government of India) Scholarship
11. Attested Marks List of Exam, passed is to be attached
12. If parent's/guardian's income is below Rs. 1, 00,000/- per year (For BC/ NT/OBC), Rs. 2, 00,000/- per year for SC students should not apply for G.O.I. scholarship

Government may reject the form if it's not complete in every respect. College is not responsible for non-sanction of scholarship. Student will have to pay full fees if GOI form is rejected or student fail to fill up the form.

Scholarship / Concessions / Freeship

The following Scholarships/Concessions/ Freeships are available:-

1. Govt. of India Scholarship / E.B.C. concession/ Freeship / Rajeshri Shahu Maharaj open Category Scholarship
2. Minority Scholarship

In case of rejection of scholarship application by govt. / authorities, Full fees will be applicable.

Scholarship on Merit Basis

1. Students scoring more than 85% and above in XII (English medium) will get full fees concession in B.Com I
2. Students scoring more than 75-84.99% in XII (English medium) will get 50% fees concession in B.Com I
3. Students scoring more than 85% and above in B.Com I and II year will get full fees concession for next class.
4. Students scoring more than 75-84.99% in B.Com I and II year will get 50% fees concession for next class.

Applicable / Payable Fees:

Important Note: The annual tuition fees for the First & Second year of Commerce faculty will be charged as prescribed by RTM Nagpur University. That can be changed as per modifications by University/Government.

- The student from University other than Rashtrasant Tukdoji Maharaj Nagpur University shall have to pay Rs.250/- as migration fee. She will have to produce Migration Certificate on or

before 7th September. The admission will be cancelled if the above requirement is not fulfilled within the said period.

- The candidate leaving the college in the middle of the session cannot obtain Transfer Certificate unless she pays the fees for complete session of the college.
- The student will have to pay Rs.100/- for the Duplicate College Transfer Certificate after producing the court affidavit. For obtaining duplicate of other documents she will be required to pay Rs. 20/- per document
- Based on selected services other fees applicable: Examination fees, Security charges, self-finance program fees, Book bank deposit, Contributions for Academic/Study tour/field visit, etc.

Awards:

College has constituted many awards for promising students they are as follows.

1. Smt. Pushpaben Navnitlal Lad award of Rs.5000/-Highest Scorer of University Exam in B.com. Final.
2. Shri Shantilal Chunnilal Award: Student Secured 1st & 2nd Position in B. Com- I, II & Final year.
3. Dr. P. B. Jain award of Excellence of Rs. 500/-: Highest scorer in financial accounting subject in B.com. Final.
4. Library User Award: Award is constituted for the students who visits the library and reading room maximum number of times in the session.

University examination

As per the University rules 75% **attendance** in each subject is compulsory. Otherwise the student will be not been allowed to appear in the University examination. In such case, the college does not bear responsibility for the loss of one year of the student.

Library

The college has a library as well as a Reading Room. Books borrowed from Library should be handled with care and return within the specified time. If the book is lost or torn, the same will have to be replaced. The current cost of the book may be accepted under special circumstances.

Reading room

The college has a well maintained Reading Room with English, Marathi, Hindi and Gujarati daily newspapers, weekly, fortnightly and monthly magazines. The magazines and journals are related to the subjects like Economics, Commerce, Science, Computer, Sports, Literature and General Knowledge. Entry into The Reading Room without the Identity Card is not permitted.

Medical test

Medical test is conducted by Nagpur University during January or February. The student who remain absent during this test can be disallowed to appear in the University Examination. The college will not be responsible for the consequences of the absence in the test.

Parking facility

Student who wants to keep their vehicles in the college will have to pay Rs. 150/- for parking facility. The college will not be responsible for the theft of the vehicles in the college. Locking of the parked vehicle is compulsory. Students should have valid driving license with them.

Sports and games Facility

Infrastructure for Sports and Games are provided for indoor & outdoor games campus.

1. Indoor Games & Facilities: Chess, Carom, Fitness Center
2. Outdoor Games & Facilities:: Kabbaddi, Volleyball, Kho-Kho

National Service Scheme (N.S.S.)

“Education through Community Service” is the goal of NSS. College has 100 Cadetsof NSS. Benefits (Marks) of NSS are applicable in accordance with the university norms.

Career Katta

Career Katta is an initiative of Department of Higher and Technical Education, Govt of Maharashtra andin coordination with Maharashtra Information Technology Support Centre. The college conducts variousactivities to guide students about Career, Competitive Examinations (UPSC, MPSC, Banking, SSB, SSC, Police, LIC, etc.), Entrepreneurship, Skill Development; Credit Earnings under new CBCS and NEPCurriculum Framework, Internship and Placement Opportunities, etc.

Eligibility to Join:

Any student admitted for any regular course in the college or college alumni referred by CollegeCoordinator.

Registration Fees: One Time Rs. 365 for Three-year degree period (Rs. 0.36 per day), which will bereimbursed in the form of subsidy on examination charges of CBCS. It including free access to all theactivities, courses, State Level Competitive Exams, etc.

Committees & Cells

Some important committees’ in Institution are....

Internal Quality Assurance Cell

This cell has focused on quality parameters and standards through IQAS. The cell conduct regular surveys and feedback on curriculum, teaching learning, infrastructure, events and activities.

Anti-Ragging

College has zero tolerance policy against any sort of ragging or similar activities. Anti-Ragging Committee creates awareness among the students about ragging and it side effects. The committee is empowered to take strict and strong action in case such incidents are found.

Students Grievance and Redressal Cell

College Grievance and Redressal Cell (CGRC) addressed also rts of grievances raised by enrolled student of college. Committee resolves the grievance by following the principles of natural justice. All complaints of students should be first addressed to CGRC. Cell Incharge is Ms. Roshani Mahajan. Cell number is 8999962548.

ICC (Internal Complaints Committee)

Institute has established Internal Complaints Committee under the norms of UGC regulations 2015 to regulate Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and students in Higher Educational Institutions. Institution has zero tolerance policy and adapts quasi- judicial procedures for processing any complaint received.

Placement and Students progression Committee

Institute has placement Cell which tries to get placements during their course and records the progression of the student.

Mentor- Mentee Committee (Counseling Cell)

Students face lots of difficulties during their education, it may be related to education or personal, to handle their complexity institute has formed mentor –mentee committee. Teacher acts as mentor to group of students and meet them regularly take them in confidence and discuss and try to get solution.

Arts and Cultural Committee:

Different arts and cultural programs are organized in the academic session along with teaching. This committee will take care of all the programs.

Principal has open door policy where students are easily approaching Principal to discuss any difficulty. Students ideas are always welcome by Principal.

Teaching Staff

Principal

Dr. Anuradha Poddar : Ph.D., M.Phil., B.Ed., M.Sc. (Physics)

Assistant Professor

Ms. Roshani Mahajan: SET.,M.A.(English), MCM., B. Ed.

Assistant Professor (Adhoc Basis)

Mr. Ritesh Agrawal : M.COM., PGDCCA., MCM., DFM.

Dr. Rajni Vanjari : Ph.D., NET(JRF)., MBA., BSc., B. Ed.

Dr. Rajendra Giri : Ph.D. M.COM., MBA, B.Ed.

Ms. Guddi Khan : NET M.A. (Hindi & Economics)., B.Ed.

Ms. Divya Gehani : M.COM. (8th Merit in RTM Nagpur University)

Mr. Rahul Uike : NET, M.A (Marathi), B. Ed.

Librarian

Ms. Seema : M. Lib.

Non-Teaching Staff Office Staff

Mr. Ketul Patel Senior Clerk

Mr. Gitesh Soni Junior Clerk

Library Staff

Mr. Divyesh Batavia

Peon:

Mrs. Rekha Vinchurkar

Mr. Sunil Tiwari

Rules of conduct of Students

1. Entry in to the college premises without Identity Card is prohibited. The student must carry the Identity Card as long as they are in college premises.
2. Student should come to the college in full uniform.
3. Students must obey the orders issued by the Principal. Students will be held responsible for the misbehavior either in college premises or outside. She may be expelled from the college in case of indiscipline or rude behavior. It is presumed that the guardians know and agree to the rules while admitting their wardsto the college.
4. The behavior of students toward teachers, office staff and the classmate should be proper. Otherwise strict action will be taken against students for the same.
5. Ragging is strictly prohibited. Immediate action will be taken against students/students found guilty of ragging, as per the Maharashtra State Rules
6. No student is allowed to publish any information regarding college administration in the newspaper without the prior permission of the Principal. Breach of this rule may result Expulsion of the student from the college.
7. The students should attend their classes regularly and should occupy their seats before the entry of the teacher in the classroom. They should not bring any person in the college premises who is not a student this college.
8. There should be perfect silence during the lecture in the class. The students should spend their leisure time in the Library, Reading Room or Student's Common Room without disturbing the working of the college. Loitering in the veranda is strictly prohibited.
9. The student should send the application for leave well in advance signed by her parents/ guardian if she wants to remain absent on some ground. In case of ill health, if the absence is more than three days. She must submit the medical certificate certified by a Registered Medical Practitioner
10. Students should not arrange any activity like invitation to any person for the programme, picnic or formation of the committee without the prior permission of the Principal. Students must seek Principal's permission to arrange any academic or cultural activity like Group Discussion or Debate etc.
11. It is expected that the student will be careful while handling instrument, apparatus and utilizing electricity, furniture or any movable or, immovable property of the college. Strict action will be taken against the student in case of the damage to the college property.
12. Only the special instructions are conveyed in the classroom. Hence student should read the instruction on the notice board daily.
13. The student should inform the college office about the change in her permanent or local address.
14. The student should obtain the Identity Card immediately after the admission on submitting the recent passport size photograph (5x6.5cm) Payment of Rs.50/- for the Identity Card is compulsory.
15. The student may be expelled from the college in case of copying or using unfair means in examination or violating any rules.
16. Rules regarding Games and Sports framed by the Committee must be followed compulsory.
17. Use of Mobile phone is prohibited in the college.
18. It is OBLIGATORY on the part of the student to follow the rules formulated by the Principal of the college from time to time. Principal's decision is final.

(DECLARATION BY GOI STUDENTS)

To,
The Principal,
Smt. Ushaben Chandrakant Thakar Women's College,
Nagpur

Sub: Declaration for Taking Admission under GOI Scholarship Scheme

Respected Madam,

I the undersigned Students/ Parents beg to state that I/ my Daughter want admission in B-COM Part -I/ II/ III Class in your College. My caste is____& Category SC / ST / VJNT / SBC / OBC. It is my prime responsibility to submit the dully filled scholarship form within the prescribed time limit. The college shall bear no responsibility if the form is rejected by concern department. In such case I will pay the full fees, Admission card for appearing in the examination will be not issued until full fee is deposited.

Thanking You,

Yours faithfully

Signature _____ Signature _____

Name of Students: _____ Name of Parent: _____

Class: B. Com. part _____

Nagpur

Date: