Mumbai Pradesh Arya Vidya Sabha's



GURUKUL COLLEGE OF COMMERCE

(Affiliated to University of Mumbai)
NAAC Accredited 'B' Grade

2020-21



"The College that cares for Learners'

Careers and Excellence in life."



या कुन्देन्दुतुषारहारधवला या शुभ्रवस्त्रावृता। या वीणावरदण्डमण्डितकरा या श्वेतपद्मासना॥ या ब्रह्माच्युत शंकरप्रभृतिभिर्देवैः सदा वन्दिता। सा माम् पातु सरस्वती भगवती निःशेषजाड्यापहा॥१॥

शुक्लाम् ब्रह्मविचार सार परमाम् आद्यां जगद्व्यापिनीम्। वीणा-पुस्तक-धारिणीमभयदां जाड्यान्धकारापहाम्॥ हस्ते स्फटिकमालिकाम् विदधतीम् पद्मासने संस्थिताम्। वन्दे ताम् परमेश्वरीम् भगवतीम् बुद्धिप्रदाम् शारदाम्॥२॥





MUMBAI PRADESH ARYA VIDYA SABHA'S GURUKUL EDUCATIONAL INSTITUTIONS

BOARD OF TRUSTEES AND OFFICE BEARERS

Shri Aditya Pratapsinhji Trustee / President

Shri Maganlal Doshi Trustee / Vice-President

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From the Principal's Desk





Dr. Nandita Roy

Dear prospective learner,

We welcome you to Gurukul as the place you will be graduating/post-graduating from. Our institution's foundation stone has been laid down by freedom fighters of immense stature. Today we carry on the legacy by attempting to churn out graduates and postgraduates who will not only be the pride of their parents and teachers but also responsible citizens of the nation.

At Gurukul, academics, vocational skills, value added programs, cultural activities, sports as well as placements and internships are all given rigorous impetus. At a time when the job market does not seem to be as strong as could be wished for, we encourage and train interested students in entrepreneurship skills so that they be become employers rather than employees.

For those who have set their sights on the corporate world, we host regular training sessions which will help them to overcome interview challenges. Additionally, our students are also trained in soft skills which will help them retain their jobs and rise higher.

Teachers in Gurukul are a committed lot who leave no stone unturned to make stars out of their talented students. Within classrooms fitted with projectors and mikes, these teachers make lessons come alive through power-point presentations and interactive sessions. They double in as mentors and very frequently become friends and guides for a lifetime. They also drive students as hard in the classroom as in the cultural and sports arenas.

Our office administrative staff are the backbone of the college who go out of their way and often bend backwards to make things smooth for students. But discipline is one area where the college authorities do not make any compromises whatsoever, whether it be attendance, unfair means during examinations or any form of misbehavior in the college campus.

With the support of a proactive Management who do not hesitate to upgrade infrastructure as per requirement, we at Gurukul take pride in aiming high to claim the stature of being one of the best colleges in these suburbs. We invite you to be a part of this exciting prospect.



ABOUT THE INSTITUTION

The Management



The Mumbai Pradesh Arya Vidya Sabha (MPAVS), a 100 year old organization manages the Gurukul Educational Institutions and has offered dedicated service to the nation in the field of education. The organization is registered under the Mumbai Public Trust Act of 1950 and has been conferred the status of a **Gujarati Linguistic Minority Institution** by the Government of Maharashtra.

The philanthropic journey of MPAVS towards education began with a primary school for children with focus on the underprivileged section of our society, which has now grown to a complete centre for education from nursery, primary, secondary, higher secondary, technical high school, school for special children to a full fledged Degree College of Commerce affiliated to the University of Mumbai

Inspired by the preaching of Swami Dayanand Sarswati and other spiritual leaders of India, the MPAVS management believes in practicing the preaching of great saints and scholars of India. It is worth noting that in an era of commercialization of education, the MPAVS has remained committed to ethics by rejecting capitation fee or donation for admissions. All the educational institutions under its umbrella are well equipped to meet the global competition in the field of primary, secondary and higher education in India. A Commerce College in the commercial capital of the nation is the testimony of sincere vision of the Management towards creating a pool of human resources for the economic growth of the nation.

The College



The **Gurukul College of Commerce**, affiliated to the **University of Mumbai**, was established in July 2001 under the management of MPAVS. The college instills rich traditional and cultural values keeping in mind the aspects of changing era. Presently the college with a strength of over 1700 students offers Undergraduate and Postgraduate study programmes for:

	INTAKE CAPACITY				
PROGRAMMES UG & PG	First Year (Sem I and II)	Second Year (Sem III and IV)	Third Year (Sem V and VI)		
B. Com	480	480	360		
B.Com (Accounting and Finance)	180	180	180		
B.Com (Banking and Insurance)	60	60	60		
B.M.S. (Bachelor of Management Studies)	60	60	60		
M. Com (Advanced Accountancy)	60	60	_		
M. Com (Business Management)	60	60	_		

The college also offers Add on / Value Added Certificate Courses to equip learners with adequate skills towards employability. The college organizes numerous activities and provides a wide platform to all its learners to explore their potentials and talents in various arenas. Thus, we ensure holistic growth of our learners.



Vision, Mission, Objectives and Quality Policy





To impart quality education with the commitment to shape career path of learners and inculcate cultural values in such a manner that there is holistic growth of the individual learner in particular and the society at large.



To emerge as one of the best College in the central suburbs of Mumbai for studies in the Commerce stream through value based quality education and preparing learners towards nation building.



- To inculcate basic human values, discipline and sincerity amongst students.
- To provide wide opportunities to students and staff for their holistic growth.
- To develop skilled employable Commerce graduates and entrepreneurs.
- To promote Indian culture and tradition through education.

QUALITY POLICY



To make available adequate ICT, Physical and Academic Infrastructure and Human Resources to provide quality education and opportunities for holistic growth to the learners at an affordable cost





PROGRAMMES OFFERED

Bachelor of Commerce (B.COM)



The B.Com Program is a very pragmatic program that mentors students to meet industry expectations. The revised syllabus aims to mould the students so as to give them practical insights into different areas of Industry like Commerce, Accountancy, Taxation, Law, Management etc. The course has been structured in such a way that it helps students to have a lead in the market. This course also aims at all round personality development of students by encouraging extra-curricular activities.

Eligibility (Ordinance No.0.2152)

A candidate, in order to be eligible for admission to the three year degree course leading to Bachelor of Commerce degree, must have passed the Higher Secondary School Certificate (Std.XII) examination conducted by different Divisional Boards of Maharashtra State Board of Secondary and Higher Secondary Education.

or

Must have passed the Higher Secondary School Certificate (Std. XII) examination with vocational subjects / minimum competency based vocational course conducted by different Divisional Boards of Maharashtra State Board of Secondary and Higher Secondary Education.

Or

Must have passed an examination of another University or Body recognised as equivalent to Higher Secondary School Certificate (Std. XII) examination. (Eligibility certificate issued by University of Mumbai to be submitted)

SEM I	SEM II	SEM III	SEM IV	SEM V	SEM VI
Accountancy and Financial Management I	Accountancy and Financial Management II	Accountancy and Financial Management III	Accountancy and Financial Management IV	Financial Accounting & Auditing VII	Financial Accounting & Auditing VIII
Commerce I	Commerce II	Financial Accounting and Auditing V - Management Accounting	Financial Accounting and Auditing VI - Auditing	Financial Accounting & Auditing IX Cost Accounting	Financial Accounting & Auditing X Cost Accounting
Business Economics I	Business Economics II	Commerce III	Commerce IV	Commerce : Marketing	Commerce : Human Resource Management
Business Communication I	Business Communication II	Business Economics III	Business Economics IV	Business Economics - Paper-V	Business Economics - Paper-VI
Environmental Studies I	Environmental Studies II	Advertising I	Advertising II	Direct & Indirect Taxation - I	Direct & Indirect Taxation - II
Foundation Course I	Foundation Course II	Foundation Course - III	Foundation Course - IV	Computer System & Applications / Export Marketing	Computer System & Applications / Export Marketing
Mathematical and Statistical Techniques I	Mathematical and Statistical Techniques II	Business Law I	Business Law II		



B. Com (Accounting & Finance)



The University of Mumbai introduced the Bachelor of Commerce (Accounting and Finance) Program in the year 2003-2004. Along with thorough knowledge of Accounts and Finance, this program also brings about an all-round development of students. This program provides a blend of interaction, projects presentations, field visits, industrial visits, job orientation and placements which paves the way for a successful career for those students who have zest and passion for Account and Finance.

Since the introduction of this program, the syllabi has bee revised from time to time by the University of Mumbai in order to update the contents and meet the challenges of the corporate world. The objective of providing trained and qualified professionals in this field. This is one of the most preferred programs at Gurukul College of Commerce.

Eligibility (Ordinance No.0.5204)

A candidate, in order to be eligible for admission to the three year degree course of Bachelor of Commerce (Accounting & Finance) must have passed the Higher secondary School Certificate (Std. XII) examination conducted by different Divisional Boards of Maharashtra State Board of Secondary and Higher Secondary Education and secured not less than 45% marks in aggregate at first attempt (40% in case of reserved category students).

SEM I	SEM II	SEM III	SEM IV	SEM V	SEM VI
Financial Accounting - Elements of Financial Accounting - Paper I	Financial Accounting - Special Accounting Areas - Paper II	Financial Accounting Paper III	Financial Accounting Paper IV	Financial Accounting Paper V	Financial Accounting Paper VII
Cost Accounting - Introduction and Element of Cost - Paper I	Auditing - Introduction and Planning - Paper I	Cost Accounting (Methods of Costing) II	Management Accounting Paper I	Financial Accounting Paper VI	Cost Accounting Paper IV
Financial Management (Introduction to Financial Management) - I	Innovative Financial Services	Taxation Paper II	Taxation Paper III	Cost Accounting Paper III	Financial Management Paper III
Business Communication - I	Business Communication-II	Information Technology in Accountancy - I	Information Technology in Accountancy - II	Financial Management Paper II	Taxation paper V
Commerce (Business Environment) - I	Business Law (Business Regulatory Framework) - I	Foundation Course (Financial Market Operations)	Foundation Course (Management)	Taxation Paper IV	Economics Paper III
Business Economics - I	Business Mathematics	Business Law (Business Regulatory Framework) - II	Business Law (Company Law) - III	Management Paper II	Project Work
Foundation Course - I	Foundation Course - II	Business Economics - II	Research Methodology in Accounting and Finance		



B. Com (Banking & Insurance)

The opening up of the Banking and Insurance sector for private players, has propelled the need to equip prospective Banking and Insurance professionals to face the challenges ahead.

To create a pool of experts in this sector, the University of Mumbai has introduced the Bachelor of Commerce (Banking and Insurance) program in 2003-2004. This program has a combination of Banking, Insurance and other Financial Courses which provides conceptual clarity and strong platform for students who want to pursue a career in Banking, Insurance and Finance.

The program is offered in the college with a blend of assignments, presentations, case studies, group discussions, role plays, visits to bank and insurance companies, industrial visits and placements which assist students to make a successful career ahead.

Eligibility (Ordinance No.0.5209)

A candidate, in order to be eligible for admission to the three year degree course of Bachelor of Commerce (Banking & Insurance) must have passed the Higher Secondary School Certificate (Std. XII) Examination conducted by different Divisional Boards of Maharashtra State Board of Secondary and Higher Secondary Education and secured not less than 45 % marks in aggregate at first attempt (40% in case of reserved category students).

SEM I	SEM II	SEM III	SEM IV	SEM V	SEM VI
Environment and Management of Financial Services	Principles and Practices of Banking & Insurance	Financial Market	Financial Management II	International Banking & Finance	Central Banking
Principles of Management	Business Law	Financial Management I	Cost Accounting	Financial Reporting and Analysis	Security Analysis and Portfolio Management
Financial Accounting I	Financial Accounting II	Management Accounting	Entrepreneurship Management	Research Methodology	International Business
Business Communication I	Business Communication II	Taxation of Financial Services	Information Technology in Banking & Insurance-II	Strategic Management	Human Resource Management
Foundation Course I	Foundation Course II	Information Technology in Banking & Insurance -	Foundation Course - IV	Auditing-I	Auditing-II
Business Economics I	Organisational Behaviour	Foundation Course - III	Corporate & Securities law	Business Ethics & Corporate Governance	Project Work
Quantitative Methods I	Quantitative Methods II	Organisational Behaviour	Business Economics-II		



Bachelor of Management Studies

The University of Mumbai introduced the Bachelor of Management Studies (B.M.S.) Course in June 1999. It is a three-year degree programme which is spread over six semesters. Credit-Based evaluation had been introduced in June 2011 which is now upgraded to 10 Point Credit based evaluation System. Industrial visits, guest lectures, mandatory internships, and industry-based projects form an integral part of the curriculum. Corporate exposure enables the students to make a connect between the orgies learnt and their application in real-life situations. The B.M.S. Department equips students with tools and techniques to develop into effective leaders and managers.

Eligibility (Ordinance no.0.3941)

A candidate for being eligible for admission to the B.M.S. degree course shall have passed the H.S.C.(Std. XII) examination of the Maharashtra State Board of Higher Secondary Education or its as equivalent examination or a diploma in any engineering branch conducted by the Board of Technical Education, Maharashtra State with two / three / four years duration after passing S.S.C. conducted by the Board of Technical Education, Maharashtra State or its equivalent examination by securing Minimum 45% Marks for general category (in one attempt) at the respective Examination and minimum 40% marks for the reserved Category (in one attempt). No college shall conduct any entrance test in any form and the admissions are purely based on merit duly following the reservation policy as per the norms of Govt. of Maharashtra. While drawing merit list, weightage has to be given to students from Arts, Science Stream at H.S.C. level.

SEM I	SEM II	SEM III	SEM IV	SEM V	SEM VI
Foundation of Human Skills	Principles of Marketing	Information Technology in Business Management - I	Information Technology in Business Management - II	Logistics & Supply Chain Management	Operation Research
Introduction to Financial Accounting	Business Mathematics	Environmental Management	Business Economics-II	Finance (A) Invt. Analysis & Portfolio Mgmt.	Finance (A) Innovative Financial Services
Business Statistics	Industrial Law	Business Planning & Entrepreneurial Management	Business Research Methods	Commodity & Derivatives Mkt.	Risk Mgmt. in Banking Sector
Business Law	Principles of Management	Accounting for Managerial Decisions	Ethics & Governance	Strategic Financial Mgmt. Risk Management	Direct Taxes Indirect Taxes
Business Economics	Business Environment	Strategic Management	Production & Total Quality Management	Marketing (B) Services Marketing	Marketing (B) Brand Management
Business Communication—I	Business Communication-II	Finance (A) Basics of Financial Services Introduction to Cost Accounting	Finance (A) Financial Institutions & Markets Auditing	E-Commerce & Digital Mktg. Customer Relationship Mgmt.	Retail Management International Marketing
Foundation Course – I	Foundation Course – II	Marketing (B) Consumer Behaviour	Marketing (B) Integrated Marketing Communication	Strategic Marketing Mgmt.	Corporate Comm. & Public Relations
		Advertising	Rural Marketing	Project Work I	Project Work II





Specialisation 1: Advanced Accountancy

M. Com in Advanced Accountancy is a Post graduate Course exploring financial accounting areas in detail. The syllabus is designed so as to be an extension of undergraduate study. The topics covered will address the requirement of industry as well as academia. The broad objectives of the program are to develop the fundamental knowledge base in the fields of finance, accountancy, audit, taxation by adopting learner centric pedagogy. It also motivates students to pursue higher studies for careers such as Chartered Accountants, Cost and Management Accountants, Chartered Financial Analyst, etc.

Specialisation 1: Business Management

M. Com in Business Management leads to the learning process of controlling, leading, monitoring, organizing and planning of business activities. This programme provides a broad education that focuses on the fundamentals of business management and critical leadership skills and is also relevant to current business challenges and changing environment. It consists of courses in core business areas such as management, economics, ethics, ecommerce that synthesize skills which involve the assignment of tasks and allocation of resources throughout the business organization. This programme enables the student to operate confidently and effectively in a global environment characterized by constant change and requiring flexible and innovative responses at industry level.

Eligibility

A candidate for being eligible for admission to the Master of Commerce Degree Programme shall have passed B.Com. / B.Com (A&F)/B.Com (B&I)/ BMS Examination of this University or any other University recognized by U.G.C.the duration of the Course is spread over two years (4 semesters).

First Year Semester 1 & 2 is common for both streams

SEM I	SEM II
Strategic Management	Research Methodology for Business
Economics for Business Decisions	Macro Economics concepts and Applications
Cost and Management Accounting	Corporate Finance
Business Ethics and Corporate Social	E-Commerce
Responsibility	
	•

Second year: Specialisation 1: Advanced Accountancy

SEM III	SEM IV
Advanced Financial Accounting	Corporate Financial Accounting
Advanced Cost Accounting	Financial Management
Direct Tax	Indirect Tax
Project Work I	Project Work-II
	-

Second year: Specialisation 2: Business Management

SEM III	SEM IV
Human Resource Management	Supply Chain Management and Logistics
Marketing Strategies and Practices	Advertising and Sales Management
Organizational Behaviour	Management of Business Relations
Project Work - I	Project Work – II



ADD ON / VALUE ADDED COURSES

The Add on Programmes are strategically planned for the holistic development of learners. The courses have been aimed to create a platform for students to explore and realize their potential to the fullest capacity. All courses are designed for a duration of 30 hours. Students will get their certification only after successful completion of 30 hours and clearing the examination (Theory and Practical)



The courses have been strategically planned at three levels to suit the needs and interests of the students vis a vis the corporate requirements.





CONVERSATIONAL ENGLISH



English can open a world of opportunities and enable communication in social, official and business life. The ability to speak flawless English adds weight to the resume and builds confidence to face the global world. The Add on course on Conversational English will help students to enhance their personality traits



YOGA, VALUES AND ETHICS



Our vision at Gurukul College of Commerce is to provide a safe, harmonious space filled with light, laughter and love that welcomes diverse students coming from various backgrounds, upbringing and beliefs. Through the practice of yoga, we become aware of the inter- connectedness between our emotional, mental and physical levels. With the right values and ethics, students will help make this world a better place to live in, reduce stress and see life from new angle.



PERSONALITY DEVELOPMENT AND IMAGE BUILDING



Students of this course can master the art of goal setting and learn how to be a winner, know the do's and don'ts of personal relationships, perform immaculately at interviews and debates, understand body language, communicate with ease and interact confidently in all situations.



TRAVEL AND TOURISM



The Course highlights the essence of tourism industry in India. It also will enable students to understand various aspects of tourism, travel management, Culture and heritage, Civilization.









X ADVANCED EXCEL PREZI AND POWER POINT



The course will make students learn excel spreadsheets which helps to create, view, edit and share files with others quickly and easily. Prezi & Power Point presentations are more dynamic visually, compelling and distinctive. This will help students to re-arrange their presentation styles on any subject or topic and make greater impact



🐎 DIGITAL MARKETING ှ 👶



Our course in digital marketing will help students to face challenges in the upcoming cut throat competition and help them to be part of the Gen X marketing scenario.



🛂 🧗 RETAIL MARKETING 🥞 🐍



With smart cities developing, there is a need for able and skilled entrepreneurs. It is essential to enhance the skills and theoretical knowledge to students so that they can be either job ready or be givers by having the right kind of approach towards market and business



E- COMMERCE



With E-commerce being the buzz word and digitalization taking the top position in all arenas, students will get a grip of the E-business models, payment mechanisms, digital payment systems. They will understand the role of E-commerce in today's business scenario and this can form the base for future start - up ventures.



CAMPUS TO CORPORATE



/EAR

The transition from college to Corporate Environment is a big challenge. Expectations and responsibilities in the workplace are very different. This course will help in confidence building and is focused on the development of an positive self-image as well as the intra-personal intelligence



CAPITAL MARKET



This course will cover Time Value of Money and introduce students to bond markets where they will learn the role of debt and equity in firm's capital structure. It also includes an introduction to risk management and behavioral finance principles which help to understand the real-world functioning of securities, insurance, and banking industries. This will help them after their graduation to pursue Careers in Finance or Stock Market.



TALLY ERP9



Every company, be it private requires professionals in Accounting and are seeking individuals with knowledge of latest ERP9 software. With the constant changing structure in Accounting systems and applications, it is essential for students to understand the practical training to the students to make them acquainted with the ERP9 software application.



INVESTMENT MANAGEMENT



Investment Management purely aims to provide an overview of Sector wise investment patterns, risk analysis, portfolio investments and understanding equity and derivatives. The course also provides experience through live trading sessions so that the students understand the exact working of the markets.



CREATIVE AND CORPORATE COMMUNICATION



With new advent of ICT, it is very important for students to understand communication in a creative way. Thus, this course provides practical exposure to students as to how they must actually communicate with the corporates. This will enhance their communication skills and writing skills by focusing on creative writing, reading and speaking skills.



ADMISSION PROCEDURE

General Information



- 1. The college is officially recognized as a Gujarati Linguistic Minority Institution by the government of Maharashtra. Hence 50% seats are reserved for the Gujarati Linguistic Minority Community.
- 2. The college or management does not charge any capitation fee or any kind of Donation.
- 3. The college strictly follows the admission procedure and time schedule as set by the University of Mumbai which is displayed on the notice board and website from time to time.
- 4. E-mail Id and Registered Mobile No. is mandatory for admission. All further communication will be done through the registered E-mail ID and mobile no.
- 5. Details on physical submission of relevant documents and will be notified on the website from time to time.

Online Admission Producedure



Second Year / Third Year – BCOM / BAF / BBI / BMS/ M. Com Sem III (Advanced Accountancy/Business Management)

- 1. Log on to <u>www.gurukulcollegeofcommerce/admission</u>
- 2. Download Prospectus
- 3. Click on "Online Admission Form"
- 4. Read the instructions carefully and Click on "Proceed to login form"
- 5. Log in with **Student UID as username as well as password.**
- 6. **Verify all details**/Edit wherever applicable
- 7. **Pay the exact fees** as mentioned through any one of the following modes:
 - a. Internet Banking
 - b. Credit card
 - c. Generate Challan and pay cash in SBI Bank
- 8. Fill all relevant details in the google form and upload your payment receipt on

https://forms.gle/mQTYrcWSNFdgdtqM9 (Admission is confirmed subject to payment of fees and filling details on the google link)

First Year – BCOM / BAF / BBI / BMS M.Com Sem I (Advanced Accountancy/Business Management)

- 1. Fill the admission form on **mum.digitaluniversity.ac** selecting the name of the college as GURUKUL COLLEGE OF COMMERCE
- 2. Log on to <u>www.gurukulcollegeofcommerce/admission</u>
- 3. Click on "Online Admission Form"
- 4. Read the instructions carefully and click on "Proceed to login form"
- 5. Click on "Online Prospectus" and fill relevant details. Pay the requisite prospectus fees.
- 6. On successful payment User **ID** and **Password will be delivered to your registered mobile no.**
- 7. Log in with the details sent on your mobile.
- 8. Fill all the details and upload relevant documents as mentioned (As applicable)
- 9. Merit list will be displayed as per University Norms.



Documents for Online Procedure (New Admissions)



- 1. Recent Passport size Colour photograph with White Background (JPEG format, Size 50 KB)
- 2. Signature (JPEG format, Size 20 KB)
- 3. Aadhaar Card
- 4. HSC original marksheet will be retained by the college. Hence, students must keep adequate photocopies of HSC marksheet for future requirements.
- 5. Original documents need to be produced for verification at as and when demanded the time of admission.
- 6. Admission will be treated as provisional until all documents & certificates are submitted and confirmed as eligible by the University of Mumbai.

Documents to be submitted at the time of Admission (Self Attested)



- Print out of Pre Admission Online form of University of Mumbai mentioning the name of Gurukul College of Commerce. (For First Year only)
- 2. Print out of College Online admission form.
- 3. Photocopy of S.S.C. Mark sheet and Board Passing Certificate (Front & Back)
- 4. Photocopy of H.S.C. Mark sheet / Board Passing Certificate and H.S.C. Leaving Certificate (Front & Back)
- 5. Photocopy of Gujarati Linguistic Minority Certificate (If Applicable)
- 6. Photocopy of Third Year Mark sheet and/or Convocation (If Applicable)
- 7. Photocopy of Caste Certificate of Govt. of Maharashtra (If Applicable)
- 8. Original Migration Certificate along with 03 photocopies (Applicable to University/ Board other than Maharashtra)
- 9. Photocopy of Govt. of India Gazette / Marriage Certificate (in case of name change)
- 10. Photocopy of Aadhaar Card
- 11. Photocopy of Ration Card/Electricity Bill/Passport /Voter ID/House Rent Agreement (Any One)
- 12. Photocopy of Semester I and II Mark sheets (Applicable for Second Year Admission only)
- 13. Photocopy of Semester I, II, III to IV and M. Com. Semester I & II Mark sheets (Applicable for Third Year Admission only)
- 14. Photocopy of Semester I to VI Mark sheets (Applicable for M.Com. Admission only)



- 15. Original N.O.C. and Online Transfer Certificate from Previous College/ Institute along with 03 photocopies (If Applicable)
- 16. Original Provisional Eligibility Certificate from University of Mumbai along with 03 photocopies (Other than University of Mumbai)
- 17. Original Migration Certificate along with 03 photocopies (Applicable to University/Board outside Maharashtra)
- 18. Recent Passport size Colour Photograph with white background only for library card.

Note

- Notice regarding physical submission of documents will be uploaded on the college website shortly.
- Admission Procedure may be subject to change from time to time depending upon the University Notification and Current Pandemic Situation. Kindly log in to our website for updated information.

In case of any queries leave us a message @ www.gurukulcollegeofcommerce.com/contact-us





Scholarship



Students belonging to Reserve Category are eligible for fee concession. Those who are desirous of availing such facility, should produce Caste Certificate duly certified by the Government authority at the time of admission. They should fill the prescribed Government Fees-ship/Scholarship form with necessary documents within the due date on notification by the college. Relevant notice for the same will be circulated in the classrooms as well as will be displayed in the Notice Board. Those students who fail to fill the form in time are liable to pay the full fees.

Refund and Cancellation of Admission



Sr. No.	Period	Deductions
1.	Prior to commencement of academic Semester and instructions of the course	Rs. 500/- Lump sum
2.	Upto 20 days after the commencement of the Academic Semester of the course	20% of the total amount of fees.
3.	From 21 days upto 50 days after the commencement of the Academic Semester of the course	30% of the total amount of fees.
4.	From 51 days upto 80 days after the commencement of the Academic Semester of the course or August 31 st whichever is earlier	50% of the total amount of fees.
5.	From September 1 st to September 30 th	60% of the total amount of fees.
6.	After September 30 th	100% of the total amount of fees.

^{*}The refund of fees will be through cross cheque in favour of the student only.

Ordinance 2859 of University of Mumbai

Refund of Tuition, Development and all other fees after cancellation of admissions:

For U. G. Programmes

The candidates who have taken admission in under graduate courses in Govt. colleges, in Govt. aided and SFC courses conducted by affiliated colleges, and recognised Institutions may request for refund of fees after applying in writing for cancellation of their admission to the course. The refund of fees as applicable shall be made on or before 30th day after the date of cancellation and thereafter. The percentage of fee for the course shall be refunded to the candidate after deducting charges as follows:

GURUKUL COLLEGE OF COMMERCE



The total amount considered for the refund of fees from the commencement of academic term of the program includes the following:

- I) All the fee items chargeable for one year are as per relevant University circulars for different faculties (excluding the program for which the total amount is fixed by other competent authorities).
- ii) The fee charged towards group insurance and all fee components to be paid as University share (including Vice-Chancellor fund, University fee for sports and cultural activities, E-charge, disaster management fund, exam fee and Enrolment fee) are non-refundable.
- iii) Fee collected for Identity card and Library card, admission form and prospectus, enrolment and any other programme speciic fee are not refundable after the commencement of the academic term.

All refundable deposits (Laboratory, Caution Money and Library etc.) shall be fully returned when a student leaves the college or cancels the admission on production of original fee receipt. Deposits not claimed within one year of leaving the college or cancellation of admission will be forfeited. For the students who are leaving the college after completion of studies, schedule for the refund of deposit will be put up on the college notice board after the declaration of the University result of the relevant program. For the students who cancel their admission in the middle of the course, the amounts of deposits will be refunded to the student after 30 days from the date of receipt of their application duly signed by student and NOC from departments concerned.

For Post Graduate Programmes (Vide University Circular UG/253 of 1996)

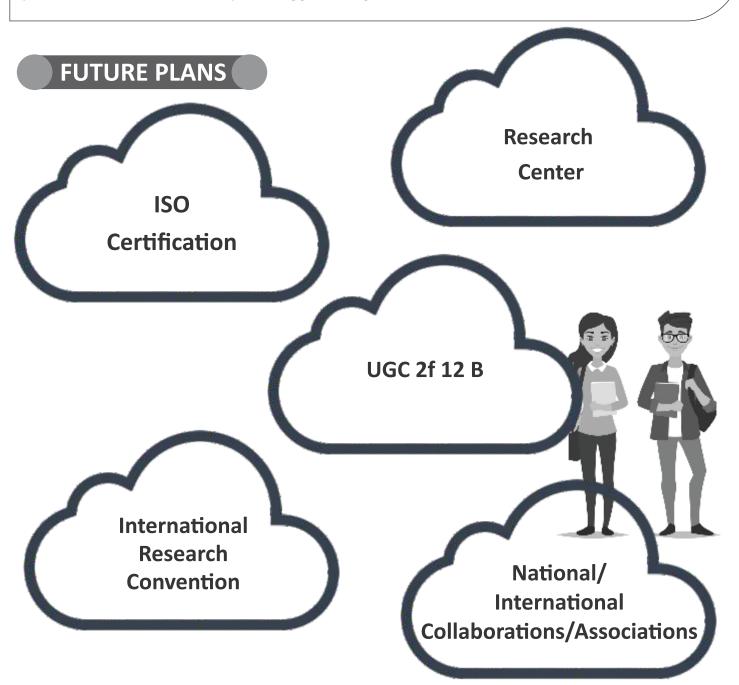
- **A.** The registration fees once paid for the PG course will not be refunded for any reason.
- **B.** The Tuition fee paid by the candidate for the course in which he/she is registered as a PG student will be refunded to him/her if he/she leaves the said program without attending any lectures, seminars or practical, subject to a deduction of 25% of the tuition fee. The application by the candidate for such refund will only be entertained if it is received by the Principal/Registrar/ Head of Department within fifteen days of the date of commencement of the lectures of the academic year in which the fees is paid.
- **C.** The Tuition fee paid by the candidate for the program in which he/she is registered as a PG student will be refunded to him/her if he/she leaves the said program and joins another program of Mumbai University for which he/she applied and the admission is made later, subject to a deduction of 25% of the tuition fee.



TEACHING PEDAGOGY

Gurukul College of Commerce believes in adapting to the changing times by implementing effective teaching learning strategies. Learning encompasses culmination of different methods and styles to enhance interest and add value to the students. Thus, we engage in various pedagogies for developing students' academic capabilities towards enhancing their skills and knowledge. Faculty members resort to using the ICT for dissemination of information. Lectures are conducted through video presentations, Power Point Presentations, case study methods, live visits, educational tours etc. Thus, this ensures connecting the curriculum with the practical scenario.

Under the current circumstances of the COVID 19 pandemic, our college is fully equipped to overcome the challenges that may arise. During the lockdown we have resorted to many activities through various online platforms as well as conducted online lectures, examination etc. for the benefit of our students. Thus, we ensure the continuous teaching learning process so that our students can keep achieving greater heights.





TEAM GCC







DAILY SCHEDULE OF THE COLLEGE



LECTURES AND TUTORIALS

7.30 a.m. TO 4.00 p.m.

TIMINGS TO MEET THE PRINCIPAL

10.00 a.m. TO 12.00 Noon





OFFICE TIMINGS

9.00 a.m. TO 4.00 p.m.

COUNTER TIMINGS

MONDAY - FRIDAY

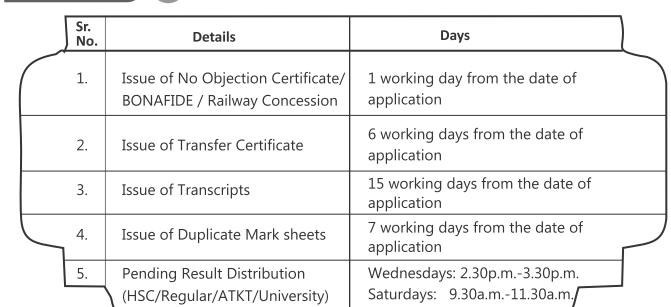
9.00 a.m. TO 1.00 p.m.

SATURDAY

9.00 a.m. TO 11.30 a.m.



Services







The college is well equipped with all the necessary infrastructure. The college premises are under CCTV surveillance 24/7.











ICT enabled Class Rooms

Open Air Theatre

Conference Room

Hygienic Canteen

Nursing Room

Counseling Room

Air Conditioned Auditorium

Conference Room

Extension Unit Room

05 Upgraded Computer Labs

Gymnasium / Gymkhana

Well Equipped A.V. Room

Girls Common Room







Facilities

- Fully automated Library
- Spacious seating space for students
- Separate regarding room for staff
- · Rich collection of books, journals, magazines, periodicals and newspapers
- Computer, internet and printing facility for students and staff.
- Cyber Library where students can discuss, gather information on various subjects.
- Book Bank Facility
- Departmental Libraries.

Rules and Regulations

- The College Library will remain open from 8.30 a.m. to 5.30 p.m.
- Only Bonafide students are allowed to enter the college library with a valid ID card or Library card.
- Students should not bring any electronic instruments and eatables inside the library.
- One library book will be issued at time for home lending to the Bonafide students only.
- Reference books, journals, periodicals, magazines and news papers are allowed for home lending.
- The books issued for home reading must be renewed / returned to the library within six days i.e. on or before the last date marked on the due date slip in the book.
- A fine of Rs. 5/- will be charged per day after the due date till the book is returned. Kindly note that Sundays and public holidays will also be counted while charging this fine.
- If the book is lost / damaged by the student or if the pages are missing from the book, latest edition of the book should be replaced along with the fine.
- Reissue of the book is subject to availability and demand of the same.
- Disregard and negligence to these rules will be reported to the Principal for appropriate action against the student concerned.









DISCIPLINARY RULES & REGULATIONS

We, the MPAVS Trust and the College believe that decency in dress, behaviour and attitude are reflections of a civilized and educated society. Therefore, we lay special emphasis on decent dress code and discipline for students. All bonafide students of this college are bound to follow the disciplinary norms. Indiscipline and indecency of any nature will be appropriately dealt with, irrespective of gender, caste or creed. Kindly follow the following rules of the college:

- Students must carry and display their **Valid Identity Card** within the premises of the college and wherever they represent the college.
- Students are prohibited to loiter in the corridors or within the premises of the college.
- Students' behaviour should not be detrimental to the reputation of the college, wherever they happen to be.
- Students are directed not to bring any outsiders without the written permission of the Principal.
- Students are not permitted to collect any fund from other students or outsiders.
- Students shall not organize on their own picnics, excursions, trips etc.
- Use of cell phone or any kind of communication devices is strictly prohibited within the premises of the college failing which Rs. 500/- will be charged as penalty.
- College will not be held responsible for any loss of valuables.
- Damage to any property in the college premises will be strictly dealt with and the student will be liable to compensate for the same.
- Students must read the Notice Board daily.
- Students must approach the Discipline Committee In-charge for any matter related to indiscipline in the college premises.
- RAGGING is a cognizable offence. Any student found guilty will be dealt with strict actions as per the law.
- Students must co-operate with the staff for smooth functioning of the college.
- Principal's decision relating to disciplinary action will be final.

ATTENDANCE

As per Ordinance No.0.6086 (Attendance for learners)



• Every bonafide learner shall ordinarily be allowed to keep terms for the given semester in a program of his enrolment, **only if he fulfills at least seventy five percent (75%) of the attendance** taken as an average of the total number of lectures, practicals, 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 attendance for the total no. of periods which are otherwise delivered on the material day/s.



- Further, it is mandatory for every learner to have a minimum of 50% attendance for each course and average attendance has to be 75%. **Attendance by proxy is a serious act of indiscipline.**
- At the end of the semester, on recommendation of the attendance committee, the Principal/Head/ Department / Committee Convenor shall display list (Blacklist) of learners who are not allowed to keep terms, allowing them to appeal to the In-charge within 3 days from the date of display of notice. After disposing the appeals the Principal/Head shall intimate the same to the In-charge of Examinations to withdraw such defaulters examination forms and ensure the same to be communicated to the learner atleast 10 clear days before the commencement of respective examinations.
- Those students who on account of illness or any other valid reason wish to take leave should apply to the Principal for leave of absence within three days from the date of commencement of such leave or else they will be treated as defaulters.



RAGGING PROHIBITED

The Maharashtra Prohibition of Ragging Act, 1999

Ragging means display of disorderly conduct, during of any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institution and includes:

- I. Teasing, abusing, threatening or playing practical jokes on, or causing hurt to, such student; or
- II. Asking a student to do any act or perform something which such student will not, in the ordinary course willingly do.

Penalty of Ragging

Whoever directly or indirectly commits, participates in, abets or propagates ragging within or outside any educational institution shall, on conviction, **be punished with dismissal or suspension from the educational institution, imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.**

NOTE:

- 1. The student (s) should report the incident of ragging (if any) to the Principal immediately, so that necessary steps can be initiated in the matter.
- 2. The decision of the Head of the educational institution that the student has indulged in ragging shall be final.



EXAMINATION

Choice Based Credit System



The Detail are as under:

Credit Assignment and Points

Faculty	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total Credits
B. Com.	20	20	20	20	20	20	120
B. Com. (A&F)	20	20	20	20	20	20	120
B. Com. (B&I)	20	20	20	20	20	20	120
B.M.S.	20	20	20	20	20	20	120
M.Com.	24	24	24	24	_	_	96

The total credit value / point shall be 120 credits for UG Programmes and 96 Credits for PG Programmes.

The 10 Point Grading System

GRADE	MARKS	GRADE POINTS
0	80 & above	10
A+	70 – 79.99	9
Α	60 - 69.99	8
B+	55 – 59.99	7
В	50 – 54.99	6
С	45 – 49.99	5
D	40 – 44.99	4
F	Less than 40	0

Scheme of Examination



- **B.Com.:**The performance of the Learners will be evaluated by one examination of 100 marks at the end of every Semester. (for Foundation Course subject Internal Assessment component carrying 25% marks and the Semester End Examination component carrying 75% marks will be applicable.)
- **Self Financing Programes (BAF/BBI/BMS)**: The performance of the Learners will be evaluated in two Components. One component will be the Internal Assessment component carrying 25% marks and the second component will be the Semesterwise End Examination component carrying 75% marks.
- M.Com. (Advanced Accountancy/Business Management): The performance of the Learners will be evaluated in two Components. One component will be the Internal Assessment component carrying 40% marks and the second component will be the Semesterwise End Examination component carrying 60% marks.



Passing Standard

- **B.Com.:** The Learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course at the end of every Semester Examination. The learners shall obtain minimum of 40% marks (i.e 40 marks out of 100) to pass the course and minimum of Grade D to pass a particular semester. The result of the Semester VI shall be kept in abeyance until the student passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.
- Self Financing Programes (BAF/BBI/BMS): The Learners, to pass a course, shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 30 out of 75) separately, to pass the course and minimum of Grade D to pass a particular semester. A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together. The result of the Semester VI shall be kept in abeyance until the student passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.
- M.Com. (Adv.Accountancy/Business Management): The Learners, to pass a course, shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assement and Semester End Examination. the learners shall obtain minimum of 40% marks (i.e.16 out of 40) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 24 out of 60) separately to pass the course and minimum of Grade D to pass a particular semester. A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together. The result of the Semester IV shall be kept in abeyance until the student passes each of Semester I, Semester II and Semester III.

Revaluation



Students can seek verification/revaluation/photocopy of answer books by making an application within a stipulated time of the declaration of the said examination results along with the prescribed fee for the same.

Use of Unfair Means at the Examination



Students, if found guilty of using any unfair means during the examination will be taken under the category of malpractices and the quantum of punishment thereof are as laid in the University Ordinance No. 0.5050.



ACTIVITIES & ASSOCIATIONS

Internal Quality Assurance Cell

Internal Quality Assurance Cell (IQAC) looks into enhancement of quality towards academic excellence and holistic growth. The Cell is a constitution of Management Representatives, Staff, Students and Experts from various arenas. It acts as a recommendatory body towards enriching overall development of the institution in the interest of the stakeholders.





Research and Publication Cell

The Research and Publication Cell of the college has been fromed to enhance Research aptitude amongst staff and students. The Cell conducts various activities like expert talks, competitions, workshops etc. towards creating a research culture in the institution.

Departmental Activities

The college has 05 departments namely:

- Department of Commerce and Allied subjects
- Department of Accountancy
- Department of Economics
- Department of Self Finance Programes (BAF/BBI/BMS)
 - Department of Accounting and Finance
 - Department of Banking and Insurance
 - Batchalore of Managements Studies
- Department of Post Graduation (M.Com. Adv.Accountancy/Business Management)

The Head of Departments and Co-ordinators conduct various activities to make teaching learning more interesting and innovative. Expert lectures on relevant topics are conducted to enhance knowledge of the students. Field visits and seminars are organized for effective learning. Also, industry experts are invited to reduce the industry academia gap and impart additional information to the students for future growth and career advancement.





Anti Ragging Cell

The Anti Ragging Cell is set up in the college as per the norms of UGC and University of Mumbai regulations to completely wipe out the ugly scar of ragging and provide our students a ragging free environment.



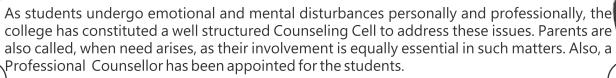
Extension Units



NSS: As a part of the social responsibility of the college our NSS Unit has been offering commendable service to the society. The college has a very active NSS unit with 100 students registering every year to offer voluntary services for the betterment of the society. The NSS students have been involved in organizing varied programmes such as Blood Donation, creating social awareness like save energy, save girl child, AIDS awareness etc. The students of our NSS Unit have bagged many prizes in Street Play and other Awareness Programmes at the Zonal/University level.

DLLE: The Department of Life Long Learning and Extension is a unit of 50 students. The unit undertakes Projects namely Anna Poorna Yojana and Status of Women in society. These projects encourage students to earn while learn. It also instills a sense of institutional responsibility towards community development. The students are encouraged to participate in various activities of social relevance.

Counseling Cell





Student Grievances

The college has formed a Grievance Cell to address student complaints on any college related issues. A Grievance Box is placed in the lobby of the college which is easily accessible to students. Grievance, if any are redressed by the Principal and Committee concerned.



Special Cell

The Cell has been established to promote special interests of the Reserved Category students. It also guides the students on utilizing the scholarship schemes provided by the Government



Parents Teacher Association (PTA)

PTA creates a link to maintain communication regarding college activities. Involvement & inputs of parents is important for the betterment of the institution.



Entrepreneurship Development Cell (EDC)

The EDC has been set up to inculcate entrepreneurial and leadership skills amongst learners. The main objective of this cell is to create and build entrepreneurs. The activities are in the form of workshops, seminars and expert sessions on various topics which will enable students to set up their own start-ups

Alumni Association

The College has an active Alumni Association. Alumni of the college are invited in college events and also voluntarily contribute to the activities of the college. Conducting regular alumni meets helps the college to stay connected with the students.



The college provides sets of books to the needy and deserving students through its book bank facility free of cost throughout the year. The students are required to apply as and when the college authorities invite applications.





Seminars and Workshops

Seminars are organised on topics related to Public Speaking, Personality Development, Time Management etc., which helps students to build confidence and overcome stage fear.





Students' Council

A duly elected Students' Council is constituted every year as per the set University norms to look into individual and collective problems of students if any. Students' Council aims at enhancing leadership and managerial abilities amongst the students. The office bearers of the council are actively involved in organizing various events and activities.



Women's Development Cell (WDC)

As per the University of Mumbai guidelines, the college has constituted a Women's Development Cell (WDC) that looks into issues of female students and staff. Though the main purpose of the WDC is to check that there is no discrimination or exploitation of women in the college, we aim to focus inter alia on consistent and steady growth of women-kind and organize seminars and workshop for general awareness on self defense, health, education, social environment and gender sensitisation.

Internal Complaints Committee to prevent Sexual Harassment (ICC)



In pursuance of UGC (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and in partial modification of Office Order No. 449 dated 05.08.2016, Internal Complaints Committee (ICC) is constituted to deal with the complaints relating to Sexual Harassment at work place.



Commerce Association

The Commerce Association aims make students understand the nuances of the business and commercial world. Various activities and competitions are conducted to encourage students to develop these skills.





Industrial Visit

Regular Industrial visits are arranged every year to give practical exposure to students. This experience helps students to relate theoretical knowledge obtained in classrooms with actual processes in the industries.



Placement Cell

The college is committed to students' welfare and well being. Our vision is to shape career path of students. We tie up with corporate houses for campus interview and placement of deserving students. The college offers infrastructure facilities to well-established companies for recruitment drives within the premises of the college. Our students are selected and placed by eminent companies like Tata Consultancy Services (TCS), Andromeda Marketing, Fly High Aviation, Wipro, Max New York Life, ICICI Prudential, etc.



Cultural

In order to promote fine arts and performing arts, the college conducts annual competitions in different categories. The students of our college have participated and won many prizes at Inter collegiate and University events. The college organises Annual College Festival 'FLAME' which ignites the spirit amongst the youth.



Sports

Annual sports competitions are held and Best Sports Person is declared every year. The college students have been actively participating in the Inter-collegiate tournaments organized by the University and Affiliated colleges and have won many prizes. The college also has a well equipped Gymnasium to focus on health and fitness of the students.





Literary Association

The Literary Association has been formed with a view to develop communication skills amongst the students. The Association encourages participation of the students in various competitions like Elocution, Essay, Debate, Quiz etc.

Nature Club

The Nature Club aims to spread awareness on issues related to environment and provide clean, green and a healthy living towards sustainable development. It motivates students to appreciate Nature and her creations.

Photography Club

The Photography Club encourages students to develop their interest in photography. It helps to enhance their creativity by capturing moments, pictures and memories.





Marathi Wangmay Mandal

The college is located in Mumbai which is the heart of Maharashtra. To keep alive the Maharashtraian culture among the young generation, Marathi Wangmay Mandal organizes various competitions like Poetry recitation, Book review, Elocution, Singing competitions etc.

Gujarati Sahitya Mandal

The college being a Gujarati Linguistic Minority Institution, Gujarati Sahitya Mandal aims to imbibe traditional values and maintain the essence of Gujarati language among the students.



PROUD GURUKULITES



BHOOMI PATEL (TYBAF)
Best NSS Volunteer Award, University of Mumbai at District Level



NIKHIL MORE (S.Y.B. Com)
State Republic Day (SRD) Camp Parade at Shivaji Park, Mumbai



NEHA GUPTA (S.Y.B. Com) - Represented college at National Level Camp organised by Government of India, Ministry of Youth Affairs at Lucknow



VIKAS YADAV (S.Y.B.Com) - Represented at State Level Residential Camp and Inter - University Avishkar Research Convention Camp



MANN SAWANT (S.Y.B.Com)
Paper Presentation on Disaster Management at National Conference



PRAGATI NAIKWADI (TYBAF)
Consolation Prize as Best Actor at State Level Dvi Patri Abhinay Competition



MANSI PAWAR (TYBAF)
Silver Medalist for Mono Acting at Zonal Level and State Level Competitions



Zonal Level Gold Medal Hindi Skit Competition, Youth Festival - University of Mumbai

GURUKUL COLLEGE OF COMMERCE

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Mumbai Pradesh Arya Vidya Sabha's

GURUKUL EDUCATIONAL INSTITUTIONS

KUM. DAMYANTI DWARKADAS VAKHARIA GURUKUL SHISHU SADAN

SHREE PRADIPKUMAR VADILAL GURUKUL GUJARATI PRATHAMIK SHALA

SHREE VADILAL CHATRABHUJ GURUKUL HIGH SCHOOL(GUJ.MED.)

SHREE VIKRAMSINH SHOORJI GURUKUL TECHNICAL HIGH SCHOOL(GUJ. & ENG. MED.)

GURUKUL JUNIOR COLLEGE OF H.S.C. VOCATIONAL (M.C.V.C.)

SHREE GAUTAMKUMAR VADILAL GANDHI GURUKUL PRIVATE INDUSTRIAL TRAINING INSTITUTE

GHATKOPAR JAYCEES ENGLISH MEDIUM GURUKUL NURSERY SCHOOL

SMT. RAMBHABEN BHAGWANJI SELARKA GURUKUL ENGLISH MEDIUM K.G. SCHOOL

SMT. LABHKUNVARBEN DALICHAND DOSHI GURUKUL ENGLISH MEDIUM PRIMARY SCHOOL

SHREE DALICHAND JECHAND DOSHI GURUKUL ENGLISH MEDIUM HIGH SCHOOL

GURUKUL JUNIOR COLLEGE OF COMMERCE

GURUKUL COLLEGE OF COMMERCE

SMT. VIDYABEN JAGMOHANDAS BODA RUSHIKUL GURUKUL ENG. MED. NURSERY SCHOOL

SMT. MANIBEN LADHABHAI PATEL RUSHIKUL GURUKUL ENG. MED. K.G. SCHOOL

SMT. BHANUMATIBEN VADILAL GANDHI RUSHIKUL GURUKUL ENG. MED. PRIMARY SCHOOL

RUSHIKUL GURUKUL ENG. MED. HIGH SCHOOL

GURUKUL CENTRE FOR SPECIAL CHILDREN

"Imparting Exceptional Quality Education for more than a Century."