

**Faculty of Commerce**

Sr.No	Name of the courses	Ordinance No.	MINIMUM ADMISSION REQUIREMENTS	Duration	Circular No.
1.	Bachelor of Commerce (B.Com.)	0.2152	<p>A candidate for being eligible for admission to the three year degree course leading to the Bachelor of Commerce must have passed the Higher Secondary School Certificate (Std. XII) examination conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education.</p> <p style="text-align: center;"><b>OR</b></p> <p>Must have passed the Higher Secondary School Certificate (Std. XII) examination with vocational subjects/minimum competency based vocational course conducted by the different Divisional Boards of the Maharashtra State Board of Secondary and Higher Secondary Education.</p> <p style="text-align: center;"><b>OR</b></p> <p>Must have passed and examination of another University or Body recognized as equivalent to Higher Secondary School Certificate (Std. XII) Examination.</p>	Three Years	No.UG/142 of 2010, Dated 1 <sup>st</sup> July, 2010
2.	Bachelor of Commerce (Accounting & Finance)	O.5204	<p>(a) A candidate for being eligible for admission to the Bachelor of Commerce (Accounting and Finance) degree course shall have passed XII std. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate at first attempt (40% in case of reserved category).</p> <p>(b) Every candidate admitted to the degree course in the constituent/affiliated college/recognized institution, conducting the course, shall have to register himself/herself with the University.</p>	Three Years	No.UG/395 of 2004, Dated 7 <sup>th</sup> September, 2004

3.	Bachelor of Commerce (Banking & Insurance)	O.5209	A candidate for being eligible for admission to the Bachelor of Commerce (Banking and Insurance) degree course should have passed XII std. Examination of the Maharashtra State Board of Secondary and Higher Secondary Education, Pune, or its equivalent and secured not less than 45% marks in aggregate (40% in the case of reserved category candidates) at one and the same sitting. Every candidate admitted to the degree course in the affiliated colleges conducting the course shall have to register enroll himself/herself with the University.	Three Years	No.UG/489 of 2004 , Dated 17 <sup>th</sup> November, 2004
4.	Bachelor of Commerce (Financial Market)	O.5693	A candidate for being eligible for admission to the Bachelor of Commerce (Financial Markets) degree course shall have passed XII std. examination of the Maharashtra State Board of Secondary & Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate (40% in case of reserved category) at one and the same sitting.  Every candidate admitted to the degree course in the constituent/affiliated college/recognized institution, conducting the course, shall have to register himself/herself with the University.	Six Semesters  Spread over in Three Years	No.UG/211 of 2007, Dated 18 <sup>th</sup> May, 2007
5.	Bachelor of Management Studies (B.M.S.)	O. 3941	A candidate for being eligible for admission to the B.M.S. Degree Course shall have passed H.S.C. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent examination or Diploma in any Engineering branches with two years or three years duration after S.S.C. conducted by the Board of Technical Education, Maharashtra State or its equivalent examination by securing minimum 45% marks for general category (in one attempt) at the respective Examination and minimum 40% marks for the reserved category (in one attempt).  No college shall conduct any entrance test in any form and the admissions are purely based on merit duly following the	Three Years	No.UG/80 of 2010, Dated 27 <sup>th</sup> April, 2010

reservation policy as per the norms of Government of Maharashtra. While drawing the merit list, weightage has to be given to students from Arts, Commerce and Science Stream at 12<sup>th</sup> standard level. The stream wise weightage to be given is as under :

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

The applications are to be accepted and processed by the colleges stream wise separately and the merit list is to be displayed stream wise taking into account the reservation policy prescribed by the Government of Maharashtra.

- a. The merit list is to be prepared and displayed stream wise.
- b. In case if no applications are received under the “Diploma in Engineering and other Category” or if the seats remain vacant in “Diploma in Engineering and other Category” after all the merit lists/forms are exhausted, the vacant seats must be transferred to Commerce Stream.
- c. In case if no application is received from any stream the vacant seats are to be distributed equally between the remaining two streams only.
- d. After the first merit list is displayed, if any seat allotted to one stream remains vacant, the same shall be distributed equally between the remaining two streams. In case of vacancy in one stream is of single/odd number of seats, the single seat is to be allotted to the Commerce Stream. In case if no applications are available from the two streams, then all the vacant seats of such two streams must be transferred to the third stream.
- e. Step (d) be repeated for the subsequent merit lists till all the forms are exhausted or the final merit list is displayed, whichever is earlier

6.	Master of Commerce (M.Com.)	O.2310	<p>A candidate for being eligible for admission to the Master of commerce course, shall have passed the examination for the degree of Bachelor of Commerce of this University (three years integrated course) of the degree of B. Com. (Old Course) of this University, or Bachelor of Commerce (Accounting and Finance) OR B.Com. (Banking and Insurance) OR B.M.S. degree examination or an examination of any other University recognized as equivalent thereto.</p> <p style="text-align: center;">OR</p> <p>B.M.M. degree examination (only for Management Specialization subjects) at the M.Com. degree levels.</p>	Two Years	No.UG/375 of 2006 Dated 22 <sup>nd</sup> September, 2006
7.	Master of Commerce M.Com. (E-Commerce)	O.5211	A candidate for being eligible for admission to the Master of E-Commerce Degree Course shall have passed B.Com., Examination of this University or any other recognized University by U.G.C. and secured not less than 50% marks in aggregate at first attempt (45% in case of reserved category).	Four Semesters Spread over in Two Years	No.UG/389 of 2003, Dated 7 <sup>th</sup> August, 2003.
8.	Master of Management Studies (M.M.S.)	O.2068	<p>A candidate for being eligible for admission to the degree of Master of Management Studies (M.M.S.) must have passed on or before 31<sup>st</sup> July, Bachelor's degree of minimum Three year duration in any discipline recognized by Association of Indian University, New Delhi, with minimum 45% marks in aggregate and 40% in case of backward class candidate from Maharashtra State only</p> <p style="text-align: center;"><b>And</b></p> <p>Must have passed Common Entrance Test which will be conducted by the <b>Competent Authorities</b> designated by the State Government as the sole authority calling for applications and effecting admissions through the <b>Common Entrance Test.</b></p>	Two Years (Full-time)	No. UG/ 490, of 2004, Dated 17 <sup>th</sup> November, 2004
9.	Master Degree in Marketing Management (M.M.M.)	O. 1894	<p>Bachelor's degree of this University in any faculty or of a recognized University with five years executive (non-clerical ) experience in any of the related areas of Marketing</p> <p style="text-align: center;"><b>OR</b></p>	Three year (Part-time)	Pamphlet No.103

			<p>A degree of this University in any faculty or of a recognized University and possess a recognized qualification such as ACA, AICWA, AMIE, CAIIB, etc. and have minimum two Years work experience (non-clerical)</p> <p style="text-align: center;"><b>OR</b></p> <p>A degree of this University in any faculty or a recognized University in first or second class and have a minimum two years work experience (non-clerical) after graduation.</p> <p style="text-align: center;"><b>OR</b></p> <p>A Post-graduate degree or diploma awarded by a recognized institutions and have a maximum two years work experience (non-clerical)</p> <p>Every candidate must have (1) passed a Bachelor's Degree Examination in any faculty of this University or an examination recognized by this University as equivalent thereto and (2) acquired a minimum two years work experience (supervisor, executive) the experience being counted from the day subsequent to the last day of the qualifying examination passed by the candidate.</p> <p>Candidate who has passed the D.M.S. examination of this University and is desirous of joining 3 years (Part-time) M.H.R.D.M., M.F.M. &amp; M.M.M. degree course of this University be exempted from keeping terms and appearing at the first year of the respective course i.e. M.F.M., M.H.R.D.M. and M.M.M. courses as the case may be subject to the candidate having 3 years executive experience and fulfill the criteria laid down for admission to the concerned degree course.</p>	<p>No.UG./355 of 1992, Dated 21<sup>st</sup> October, 1992</p> <p>No.UG./585 of 1994, Dated 12<sup>th</sup> December, 1994</p>
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<p>10.</p>	<p>Master of Financial Management (M.F.M. )</p>	<p>O. 1900</p>	<p>Bachelor's degree of this University in any faculty or of a recognized University with five years executive (non-clerical ) experience in any of the related areas of Financial Accounting, Economics, Project and Corporate Planning.</p> <p style="text-align: center;"><b>OR</b></p> <p>A degree of this University in any faculty or of a recognized University and possess a recognized qualification such as ACA, AICWA, AMIE, CAIIB, etc. and have minimum two Years work experience (non-clerical) after graduation.</p> <p style="text-align: center;"><b>OR</b></p> <p>A degree of this University in any faculty or of a recognized University in first or second class and have minimum two years work experience (non-clerical) after graduation.</p> <p style="text-align: center;"><b>OR</b></p> <p>A post graduate degree or diploma awarded by a recognized institutions and have a maximum two years work experience (non-clerical)</p> <p>Every candidate must have (1) passed a Bachelor's Degree Examination in any faculty of this University or an examination recognized by this University as equivalent thereto and (2) acquired a minimum two years work experience (supervisor, executive) the experience being counted from the day subsequent to the last day of the qualifying examination passed by the candidate.</p> <p>Candidate who has passed the D.M.S. examination of this University and is desirous of joining 3 years (Part-time) M.H.R.D.M., M.F.M. &amp; M.M.M. degree course of this University be exempted from keeping terms and appearing at the first year of the respective course i.e. M.F.M., M.H.R.D.M. and M.M.M. courses as the case may be subject to the candidate having 3 years executive experience and fulfill the criteria laid down for admission to the concerned degree course.</p>	<p>Three Year (part-time)</p>	<p>1976-77 introduced Pamphlet No.104</p> <p>No.UG/276 of 1994, Dated 15<sup>th</sup> June, 1994</p> <p>No.UG/585 of 1994, Dated 12<sup>th</sup> December, 1994</p>
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<p>11.</p>	<p>Master of Human Resources Development Management (M.H.R.D.M.)</p> <p>Nomenclature of the part-time M.A.M. be changed to M.H.R.D.M. Circular No.UG/75, Dated 15<sup>th</sup> February, 1995</p>	<p>O.1906</p>	<p>Bachelor's degree of this University in any faculty or of a recognized University with five years executive (non-clerical) experience in any of the related areas of administration in Government Public, Private or Cooperative Sector Organization</p> <p style="text-align: center;"><b>OR</b></p> <p>Degree of this University in any faculty or of a recognized University and possess recognized qualification such as ACA, AICWA, AMIE, CAHS, etc. and minimum two years work experience (non-clerical)</p> <p style="text-align: center;"><b>OR</b></p> <p>A degree of this University in any faculty or of a recognized University in first or second class and minimum two years work experience (non-clerical) after graduation or a Post-graduate degree or Diploma awarded by a recognized institution and have a minimum two years work experience (non-clerical).</p> <p>Every candidate must have (1) passed a Bachelor's Degree Examination in any faculty of this University or an examination recognized by this University as equivalent thereto and (2) acquired a minimum two years work experience (supervisory/ executive) the experience being counted from the day subsequent to the last day of the qualifying examination passed by the candidate.</p> <p>Candidate who has passed the D.M.S. examination of this University and is desirous of joining 3 years (Part-time) M.H.R.D.M., M.F.M. &amp; M.M.M. degree course of this University be exempted from keeping terms and appearing at the first year of the respective course i.e. M.F.M., M.H.R.D.M. and M.M.M. courses as the case may be subject to the candidate having 3 years executive experience and fulfill the criteria laid down for admission to the concerned degree course.</p>	<p>Three Year (Part-time)</p>	<p>Pamphlet No.105</p> <p>No.UG/155 of 1990</p> <p>No.UG/585 of 1994, Dated 12<sup>th</sup> December, 1994</p>
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12.	Master degree in Information Management (M.I.M)		As per the courses of M.A.M/M.F.M. and M.H.R.D.M.	Three Years (Part-time)	No.UG/427 of 2000, Dated 21 <sup>st</sup> December, 2000
13.	Master of Financial Services Management (M.F.S.M.)	O.3778	<p>Every candidate must have –</p> <ul style="list-style-type: none"> <li>(i) Passed a Bachelor’s degree examination in any faculty of this University or an examination recognized by this University as equivalent thereto.</li> <li>(ii) Candidate who pass the Graduateship Examination in Industrial Engineering, Mumbai and who subsequently qualify in the GATE Examination conducted by Government of India through I.I.T. will be considered eligible for admission to the Part-time degree courses.</li> <li>(iii) In selecting the candidate for admission, weightage will be given to (a) scholastic record of the candidates ; (b) the level and nature of practical experience; and (c) performance in the selection programme conducted by the institute. Applicants are required to submit verification certificates of the following at the time of submitting the application forms :- <ul style="list-style-type: none"> <li>(a) Certified True copy of Marks sheet of Bachelor Degree Examination.</li> <li>(b) Certified True Copy of any other University Degree and/or Professional Diploma if any</li> </ul> </li> </ul> <p>As the screening will be done on the basis of the above information candidates in their own interest are advised to submit full details of academic qualifications and work, experience. Suitable selection programme will be used to assess the candidate’s maturity and capacity to participate in the programme effectively.</p>	Three Years (Part-time)	No.UG/144 of 1998, Dated 6 <sup>th</sup> May, 1998



			Every candidate seeking admission to any of the part-time Master's Degree Programme must submit his/her application before the last date and go through the selection process on the dates prescribed by the Institute. No candidate will be permitted to joint the Master's Degree programme unless he/she submits the application in time AND goes through the selection process successfully.		
<b><u>CERTIFICATE COURSES</u></b>					
14.	Certificate course in personnel Assessment and Management Technique for Business and Industry.		Graduate in any faculty.		
15.	Certificate Course in Crucial Issues in Disaster Management	O.5724	A candidate for being eligible for admission to the Certificate course in Crucial Issues in Disaster Management must have passed Bachelors degree examination in any branch of the University of Mumbai or an equivalent examination of another University of India/Abroad recognized by this University as equivalent thereto. The candidate must have passed the bachelors degree with at least 45% marks.	Three Months.	No.UG/467 of 2007,Dated 20 <sup>th</sup> November, 2007
16.	Certificate course in Environment Management and Disaster Mitigation.	O.5726	A candidate for being eligible for admission to the Certificate course in Environment Management and Disaster Mitigation must have passed the Bachelors degree examination in any branch of the University of Mumbai or an equivalent examination of another University of India/Abroad recognized by this University as equivalent thereto. The candidate must have passed the Bachelors degree with at least 45% marks.	Five Months	No.UG/467 of 2007, Dated 20 <sup>th</sup> November, 2007

17.	Certificate Courses in Accountancy  1. Certificate Course in Accounts of Trusts & Co-operative Society. 2. Certificate Course in Indirect Taxes(Central Excise & Service Tax) 3. Certificate Course in Basic Accounting and 4. Certificate Course in Direct Taxes (Income Tax)	O.5495	All the students who have enrolled for degree course in University of Mumbai	One Year	No.UG/26 of 2006, Dated 24 <sup>th</sup> January, 2006
18.	Certificate Course in Computerized Accounting and Tally Package	O.5927	H.S.C. (Commerce stream)	One Year	No.UG/335 of 2010, Dated 2 <sup>nd</sup> November, 2010
<b><u>DIPLOMA COURSES</u></b>					
19.	Diploma in Marketing Management (D.M.M)	O.1291	Every candidate must hold a Bachelor's degree in any faculty of this University or other University / Institution recognized as equivalent thereto	One year \ (Part-time )	No.UG/460 of 1989, Dated 10 <sup>th</sup> November, 1989
20.	Diploma in Management Studies (D.M.S.)	O. 2024	(a) Every candidate must hold a Bachelor's degree in any faculty of this University or other recognized University as equivalent thereto  And (b) have clerical work experience for a period of one year as at the start of the course, 1 <sup>st</sup> June	Two Years	No.UG/460 of 1989, Dated 10 <sup>th</sup> November, 1989

21.	Diploma in Systems Management (D.S.M. )	O.1271	Every candidate must hold a Bachelor's degree in any faculty of this University or other University/Institution recognized as equivalent thereto	One year (Part-time )	No.UG/460 of 1989, Dated 10 <sup>th</sup> November, 1989
22.	Diploma in Operation Management (D.O.M.)	O. 1773	Every candidate must hold a Bachelor's degree in any faculty of this University or other University / Institution recognized as equivalent thereto.	One year (Part-time)	No.UG/460 of 1989, Dated 10 <sup>th</sup> November, 1989
23.	Diploma in Computer Management (D.C.M.)	O. 1078	Every candidate must hold a Bachelor's degree in any faculty of this University or other University / Institution recognized as equivalent thereto	One year (Part-time )	No.UG/460 of 1989, Dated 10 <sup>th</sup> November , 1989
24.	Diploma Administrative Management (D.A.M.)	O. 1746	Every candidate must hold a Bachelor's degree in any faculty of this University or other University / Institution recognized as equivalent thereto	One year (Part-time )	No.UG/460 of 1989, Dated 10 <sup>th</sup> November , 1989
25.	Diploma in Administration	O.1858	Every candidate for the Diploma in Administration must pass the Bachelor's degree of this University in any faculty or a Bachelor's degree of any other University recognized as equivalent to the Bachelor's degree of this University	One year (Part-time )	
26.	Diploma in Investment Studies (D.I.S. )	O. 3780	A candidate for being eligible for admission to the D.I.S. must have passed the Graduate level examination in any stream viz . Arts/Science/Commerce or an examination of another Body recognized as equivalent thereto and must appear for a common written test of 100 marks weightage for being considered for selection for admission to the Diploma in Investment Studies course.	One Year (Part-time )	No.UG/144 of 1998, Dated 6 <sup>th</sup> May, 1998

27.	Diploma in Financial Services Management (D.F.S.M.)	O. 3467	A candidate for admission to the one year part-time Diploma course (Two Semesters ) in Financial Services Management(DFSM) must be graduate from a recognized University in any Faculty with at least 50% marks	One Year (part-time )	No.UG/125 of 1994, Dated 22 <sup>nd</sup> March, 1994
28.	Diploma in Textile Management and Marketing (D.T.M.M.)	O.3819	<p>Notwithstanding anything contained in 3818 the Defense Service Personnel may be admitted to the course even if they are not degree holders.</p> <p>Bachelor's degree of this University in any faculty/s or a degree examination in any faculty of any other University or body recognized as equivalent thereto.</p>		
29.	Diploma in Computer Software Techniques (D.C.S.T.)	O. 2881	<p>A candidate for being eligible for admission to the course for Diploma in Computer Software Techniques must be a graduate of this University in any faculty or have passed an examination recognized as equivalent thereto or must have passed Diploma in the field of Electronics/Engineering/Technology /Management from a recognized institution of at least three years duration or equivalent thereto.</p> <p>Eligible candidates will require to appear and satisfy the Head of computer Science Department in and Entrance Test to be conducted by the Department.</p>	One Year	Pamphlet No.224
30.	Diploma in Advanced Computer Software Techniques (D.A.C.S.T.)	O.2884	<p>(1) A candidate for being eligible for admission to the course for Diploma in Advanced Computer Software Techniques (D.A.C.S.T.) must be (1) a Graduate of this University in any faculty of examination recognized as equivalent thereto and must have the Diploma in Computer Software Techniques of this University or an examination recognized as equivalent thereto.</p> <p>(2) Must be a Diploma holder in the field of Electronics/Management /Engineering/ Technology of a</p>	One year Part-time	Pamphlet No.225

			recognized institution and must have the Diploma in Computer Software Techniques of this University or an examination recognized as equivalent thereto. An eligible candidate will be required to appear and satisfy the Head of the Computer Science Department in an entrance test to be conducted by the Department		
31.	Diploma in Computer Programming (D.C.P.)	O.2862	A candidate for being eligible for admission to the course for Diploma in Computer Programming (D.C.P.) must have passed the Higher Secondary Certificate School Certificate examination (Std.XII) conducted by the Maharashtra State Board of Secondary Education, Pune, with any subjects or an examination recognized as equivalent thereto and must have undergone to the satisfaction of the Head of the University Department of Computer science an Entrance Test conducted by the Department.	Six months Part-time	Pamphlet No.221
32.	Diploma in Urban Management and Advanced Post-Graduate Diploma in Urban Management	O.5576	<p>A graduate in any discipline from a recognized university.</p> <p style="text-align: center;">AND</p> <p>Fluent in written and spoken English.</p> <p style="text-align: center;">AND</p> <p>Preferably with some experience of working in urban sector.</p> <p style="text-align: center;"><b>OR</b></p> <p>Senior in service officers working in ULBs officers, working in parastatals, elected representatives, professionals, consultants, NGO representatives, urban activists and any student who wants to pursue a career in Urban Management.</p>	One Year	No.UG/79 of 2006,Dated 20 <sup>th</sup> March, 2006

**POST GRADUATE DIPLOMA COURSES**

33.	Post Graduate Diploma in Management (Indian Navy) (P.G.D.M.)	O.5117	<p>A candidate for being eligible for admission to the Postgraduate Diploma in Management (P.G.D.M.) – Indian Navy must have passed the Bachelor’s degree in any faculty of this University or other recognized University as equivalent thereto.</p> <p style="text-align: center;">and</p> <p>Must have an Officer’s work experience for a period of five years at the start of the course.</p> <p>(Every candidate admitted to the P.G.D.M.(Indian Navy) Course will be required to register as a post graduate student of the University on payment of Rs. 400/ -No student will be allowed to pursue any other course simultaneously with the P.G.D.M. (Indian Navy) Course.</p> <p>Candidates who are graduates of the University of Mumbai will be required to produce a transfer certificate from constituents college of this University last attended by them.</p> <p>Candidates who are graduates of other University will be required to produced at least a provisional eligibility certificate issued by the Registrar, University of Mumbai, (Deputy Registrar, Dr.Ambedkar Bhavan, Vidyanagari, Kalina Campus Santacruz (East), Mumbai – 400 098, declaring them eligible for admission to the course. A provisional eligibility certificate is issued by the Registrar, to candidate who is prima facie found eligible for admission to the course on making an application in the prescribed form and on paying the prescribed fee of Rs.150/ - in cash for the students migrating to this University from other Universities except for students from other Universities in the State of Maharashtra who have to pay a fee of Rs.100/- in cash. Diploma will be conferred only after a provisional eligibility certificate is produced by the candidates from university other than Mumbai.)</p>	Four months Full-time Residential Course (Only open for Naval Officers)	Conducted at JBIMS
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34.	Post Graduate Diploma Courses in :- 1) Marketing Management 2) Financial Management 3) Materials Management 4) Human Resources Management	O.5055	The said four programmes are open to working executives, self employed entrepreneurs and professionals with a Bachelor's Degree and relevant experience of three years.  Admissions will be based on the results of entrance test, group discussions and personal interview conducted/administered by JBIMS at 164, Backbay Reclamation, D. N. House, Mumbai – 400 020.	10 months inclusive of project work and vacation	No.UG/282 of 2001,Dated 17 <sup>th</sup> August, 2001
35.	Post-Graduate Diploma in Management of Insurance Sector	O.5243	Graduate in any faculty from recognized University, with 50% marks minimum.	Two Years	No.UG/413 of 2003,Dated 26 <sup>th</sup> August, 2003
<b><u>Certificates/Diploma/Advance Diploma (After S.S.C. &amp; H.S.C. )</u></b>					
36.	Diploma Course in E-Commerce & Financial Accounting Mgt. A) E-Commerce Technician B) Computerized Office Technician C) Computerized Financial Accounting Technician	O.5360	XII <sup>th</sup> Passed (H.S.C.)	A) 4 Months B) 3 Months C) 2 ½ Months	No.UG/468 of 2004, Dated 1 <sup>st</sup> November, 2004