

# Dr. VIRAMBHAI RAJABHAI GODHANIYA COLLEGE



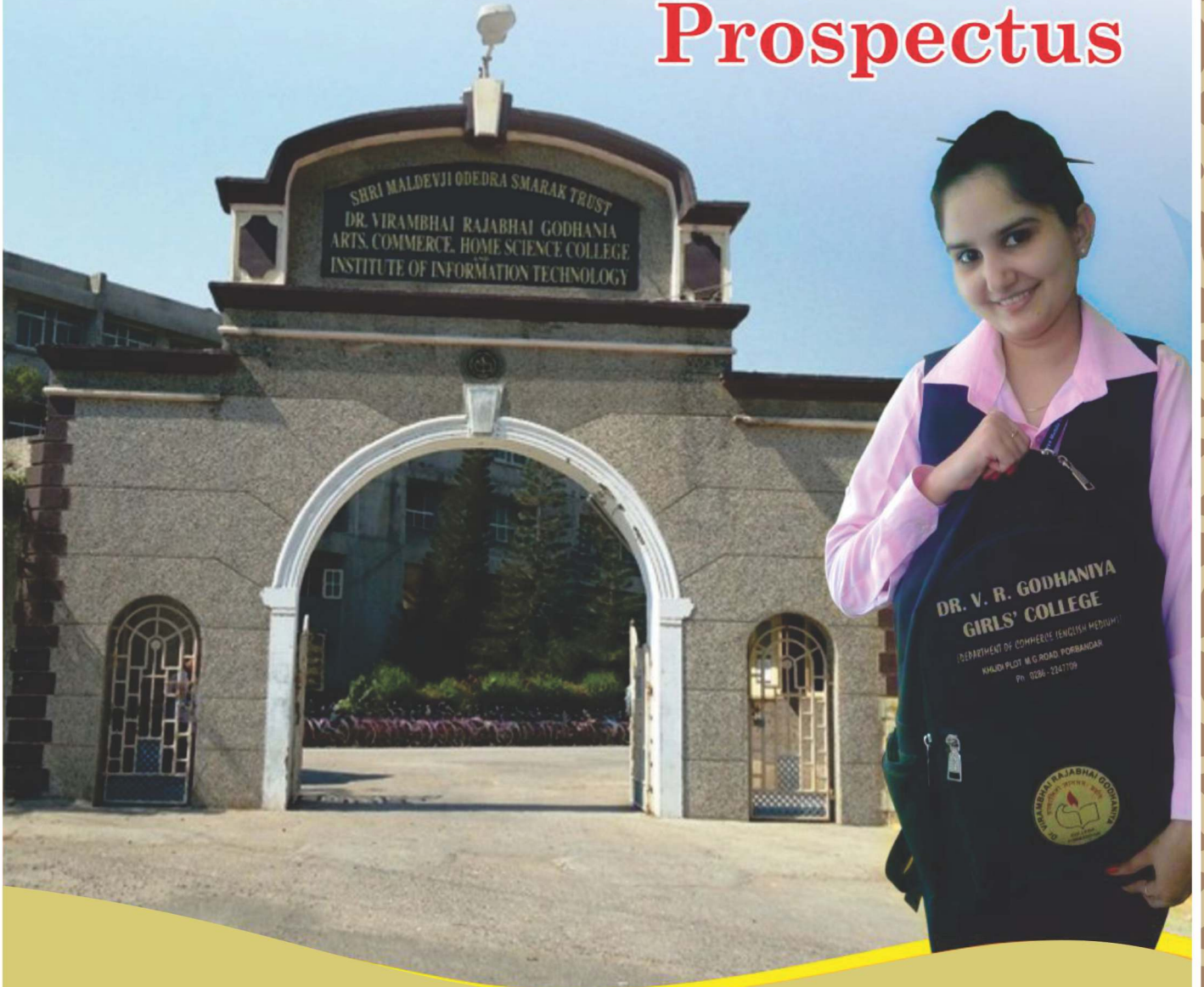
Managed by Shri Maldevji Odedra Smarak Trust, Porbandar

Affiliated to Bhakta Kavi Narsinh Mehta University | Approved by Govt. of Gujarat

**INSTILLING CUTTING EDGE VOCATIONAL SKILLS & MODERN  
EDUCATION ALONG WITH TRADITIONAL VALUES**

**Department of Commerce  
(English Medium)**

## Prospectus



Phone : 0286 2247709 | Email : [drvrgodhaniyaihl@rediffmail.com](mailto:drvrgodhaniyaihl@rediffmail.com)  
Website : [drvrginstitute.org](http://drvrginstitute.org) | Blog : [docemvrg.wordpress.com](http://docemvrg.wordpress.com)

Form Fee ₹ 50/-

## REMARKABLE FEATURES OF THE DEPARTMENT

- Maximum distinction holders, District Toppers and University Toppers from this Department.
- The only Department in the district to offer Mathematics as an optional subject along with Banking & Finance as a special subject.
- Gold Medal for academic excellence: Smt. Jayshreebaben Virambhai Godhaniya Gold Medal can be achieved by the final-year students. Moreover appreciation by awards and rewards, through out the year.
- All the scholarships offered by the government are extended to the students.
- Affordable fees & Massive classrooms
- Enormous infrastructure, playground, hostel facility and Health Centre.
- Located in the middle of the city with natural environment.
- Qualified, Experienced and University Ranker Faculties.
- Simple and effective teaching methodology through multimedia.
- Three fully Air Conditioned Computer Labs.
- Free Internet facility.
- Rich Library with more than 22000 books.
- Remedial Coaching, Career Counselling and Placement Centre Facilities.
- Exposure to extracurricular activities.
- Opportunities to take part in activities from the college level to the national level.
- Arrangement of Seminars, Projects, Tutorials, Group Discussions, Debates etc to make students eloquent and confident.
- Fully equipped and furnished A.C. English Learning Laboratory (ELL).
- Special facilities for the students having Gujarati Medium Background.
- Training centre for GPSC / UPSC and IBPS competitive exams.
- Availability of various Remedial Courses & short term courses.
- Scope: English Language Learning in accordance with international standards and attaining the Certificates from Cambridge University.



**Amlani Karishma**  
2013-14 | 81%



**Bhavnani Bhavika**  
1st in District  
2014-15 | 86.57%



**Dhada Zarina**  
1st in District  
2015-16 | 84.75%



**Teetiya Mansi**  
Uni. 3rd  
2016-17 | 82.32%



**Parmar Devisha L.**  
2018-19 | 80.50%

## DEPARTMENT OF COMMERCE (ENGLISH MEDIUM)

### ABOUT THE INSTITUTE

As a pioneering institute in the domain of Girls' education the college seeks to empower Girls through higher education. In fact, the institute has opened its doors to all the students regardless of caste, creed, race, religion and community. The institute has been striving ceaselessly for the last 30 years and has indeed come a long way from its humble beginnings.

### ABOUT THE DEPARTMENT OF COMMERCE (ENGLISH MEDIUM)

Our department, which paved a way for the regional English Medium Commerce Students, was established in the academic year 2009-10. It embarked with only four students and all the disbursements from its very beginning were gladly as well as selflessly sponsored by our kind hearted management until it achieved self-financed status.

The Department of Commerce (English Medium) is a fine example of the spirited and visionary approach of the College Management. The English division has been specially introduced with due approval and affiliation from (Saurashtra University, Rajkot - 2011), now with BhaktaKavi Narshinh Mehta University to enable the students to succeed and stand-out in the world of competition. In fact, we have a very good team of very well experienced, dedicated and dynamic, kind and Student Progress Oriented Staff. Our accomplishments are substantiated by the fact that ever since the establishment of the department we have consistently achieved excellent results with maximum number of students securing distinction.

### TRAININGS (PARALLEL TO EDUCATION)

- 1) Training for Personality Development, Positive Thinking and Progressive Attitude.
- 2) Training in Social Aspects, Law and Rights.
- 3) Training in event management, program hosting, etc.
- 4) Short term courses like Accounting Software Training Package, Vedic Maths, and Human Resource Management.

### ACTIVITIES

- 1) **Sports & Athletics:** The institute has a large and vast playground, with almost all the required equipments.

- 2) **Debate:** It helps the students to develop skills to think open mindedly and to discuss any topic with deeper understanding.
- 3) **Elocution:** It enables the students to face people, be confident and earn respect.
- 4) **Group Discussion:** It helps the students to improve their ability to work as a team.
- 5) **Quiz Competition:**It improves general knowledge of the students.
- 6) **Study Circle Activities:** The department organises various study circle activities on every Saturday.

### FACILITIES AT A GLANCE

- |                          |   |
|--------------------------|---|
| ◆ Health Centre          | ◆ Open Air Theatre(Muni Bharat Rangmanch) |
| ◆ NSS & NCC (Naval Base) | ◆ Central Hall                            |
| ◆ Girls' Hostel          | ◆ Canteen                                 |

### ACADEMIC SCHEDULE 2018-19

#### FIRST TERM: (14-06-18 )

COLLEGE PRAVESH USTAV	13-06-2019 (Thursday)
WORLD YOGA DAY	21-06-2019(Friday)
FOUNDATION/TALENT DAY	1-07-2019(Monday)
GURU PURNIMA	26-07-2019 (Tuesday)
INDEPENDENCE DAY	15-08-2019 (Thursday)
TEACHERS' DAY	05-09-2019(Thursday)
GANDHI JAYANTI	02-10-2019 (Wednesday)
NAVARATRI CELEBRATION	05-10-2019 (Saturday)

#### INTERNAL EXAMINATION:

1. Assignment tentative dates      15-07-19 to 20-07-19
2. Presentation / Projects              10-09-19 to 15-09-19
3. Written Test tentative dates        07-09-19 to 19-09-19

## WINTER BREAK

### SECOND TERM :

GODHANIYA EXPO	12/13-12-2019(Wednesday, Thursday)
PARENTS /ALUMNI MEETING	4-01-2020 (Saturday)
REPUBLIC DAY	26-01-2020 (Sunday)
SEMINAR	01-02-2020 (Saturday)
ANNUAL FUNCTION	22-02-2020 (Saturday)
FAREWELL	March first week

### INTERNAL EXAMINATION:

1. Assignment tentative dates 23-12-19 to 28-12-19
2. Written Test tentative dates 06-01-20 to 11-01-20
3. Presentation / Projects 10-02-19 to 16-02-19

### CODE OF CONDUCT

- 1) All the rules of the institution must be observed strictly.
- 2) College prayer begins at 07:15 A.M. It is compulsory for the students to be punctual and regular in college prayer as well as academic classes.
- 3) Students are expected to maintain self-discipline. Each student must have at least 80% of attendance.
- 4) Students must show due respect to all the staff members of the institute.
- 5) Students must abide by the dress-code of the institute.
- 6) Students are not allowed to bring Cell Phone to the college.
- 7) Students must maintain complete silence and decorum in the class-rooms, library, corridors, college premises etc.
- 8) Students should not loiter to and fro in the college premises during free periods but should engage themselves in academically fruitful activities.

- 9) In case a student has to take leave from the class, it is the student's duty to provide an application / leave note with a necessary reason, duly signed by parent / guardian.
- 10) All internal tests conducted by the college are compulsory. Absence due to unavoidable reasons must be notified to the Principal in writing after getting it countersigned by the Subject Teachers.
- 11) Complaints and grievances should be made to the Principal through Grievance Redressal Cell or Complaint Box.
- 12) Students are expected to participate in all extra-curricular activities and functions organized by the college.

### **DRESS CODE**

Navy Blue Trouser and Jacket with Pink Shirt

Note: For Hostel Girls Navy Blue Trouser and Jacket with Pink Shirt with blue cuffs on sleeves & tag on sleeves.

Dress Code is compulsory even during exams and industrial visits

Year / Sem.	Foundation Course	Core Courses	Elective Courses
F.Y. B. Com. : Sem. : I & II	English	1) Principles of Micro Economics 2) Business Organization and Management 3) Financial Accounting 4) Company Law	1) Computer Science (C Language) 2) Computer Application in Business (MS ACCESS etc) Or 1) Accounting 2) Entrepreneurship Or 1) Banking & Finance 3) Entrepreneurship AND Personal Selling and Salesmanship Or Business Mathematics
S.Y. B. Com. : Sem : III & IV	English	1) Corporate Accounting 2) Cost Accounting 3) Income Tax 4) Money and Financial System 5) Business Communications	1) Computer Science (IT) – Fox Pro Or 1) Account and Finance OR 1) Banking & Finance
T.Y. B. Com. : Sem : V & VI	English	1) Statistics 2) Managerial Account 3) Auditing 4) Business Environment 5) Business Management	1) Computer Science (IT) – Visual Basic Or 1) Account and Finance OR 1) Banking & Finance

## ADMISSION ELIGIBILITY

Any Girl Student with qualifications as described in this section is eligible to get admission in B.Com English Medium.

- 1) To get admission in the first semester of B.Com (English Medium), a student who has cleared HSC or say Standard 12th Commerce or any equivalent course done from a recognized institute, is eligible to get admission. (The acceptance of the certificates of equivalent courses will be subject to University Approval.)
- 2) A student who has appeared in 1st, 2nd, 3rd, 4th or 5th Semester of B. Com. from any other institute will be permitted to get admission in next semester only if she has cleared all previous semesters according to the rules and by the permission of

the Principal of the institute with a self-responsibility to collect and represent all the necessary documents.

- ◆ Note : The students coming from other institute have to submit a Transfer Certificate (TC) from their last institute.
- ◆ Students from other Universities will have to follow the necessary protocols of the university failing which the admission may be cancelled automatically.

3) The students coming from other than Gujarat Board has to obtain Migration Certificate from BKNM University, Junaghadh within a week.

### **REQUIREMENTS : LIST OF DOCUMENTS TO BE SUBMITTED WITH FILLED-IN ADMISSION FORM**

For Admission in 1st Semester following documents are to be submitted with duly filled admission form.

- |    |                                   |   |
|----|-----------------------------------|---|
| 1) | HSC Mark Sheet                    | (Original with 4 Self-attested Copies)                            |
| 2) | School Leaving Certificate (LC)   | (2 self attested Copies )   |
| 3) | Aadhaar Card                      | (1 Self-attested Copy)  |
| 4) | Passport Size Photographs         | (4 Copies)  |
| 5) | SC / ST / OBC Certificate         | (Original) if you belong to any of these categories & two copies) |
| 6) | Physically Challenged Certificate | (Original) (if you belong to this category)                       |

### **INSTRUCTIONS FOR PAYING FEES**

- ◆ Fees can be paid either through online transfer or cheque.
- ◆ Transfer can be made in the following bank account (Xerox copy of the receipt should be submitted in the office.)

NAME OF A/C : DR. V.R. GODHANIYA MAHILA COLLEGE  
(SELF-FINANCE B.COM. ENGLISH MEDIUM)

A/C NO. : 08660100029348

NAME OF THE BANK : BANK OF BARODA

IFSC CODE : BARBOGANPOR (FIFTH CHARACTER IS ZERO)

BRANCH CODE : GANPOR





Form No : \_\_\_\_\_

**Dr. VIRMABHAI RAJABHAI GODHANIYA COLLEGE**  
**of Arts, Commerce, Home Science and IT for Girls, Porbandar**

Opp. Khijdi Plot, M. G. Road, Porbandar – 360 575 Phone : 0286 2247709 Fax : 0286 2246886

**Admission Form**

To,  
 The principal,  
 Myself, \_\_\_\_\_ hereby with the kind permission of my  
 parents / guardians, applying for admission in **B.ComSem** : \_\_\_\_\_ (EnglishMedium) for the  
 academic year **20** / **20** .

Sign of Student : \_\_\_\_\_ Roll No. : \_\_\_\_\_

**For office use only:**

*Fee Details of Previous Year for existing students from Past Semester:*  
 First Term (SemI/III/IV) \_\_\_\_\_ Receipt No : \_\_\_\_\_ Date : \_\_\_\_\_  
 Second Term (SemII/IV/VI) \_\_\_\_\_ Receipt No : \_\_\_\_\_ Date : \_\_\_\_\_  
 General Register No : \_\_\_\_\_ Date of Admission : \_\_\_\_\_  
 Enrolment No: \_\_\_\_\_ Date of Enrolment : \_\_\_\_\_  
 Aadhar Card No: \_\_\_\_\_  
 Provisional Eligibility Certificate No : \_\_\_\_\_ Date : \_\_\_\_\_ Final Eligibility / T.C. No : \_\_\_\_\_ Date: \_\_\_\_\_  
 Admission Granted  Not Granted  Temporarily Granted (Subject to Final Eligibility)

**Details of Student : (Write Name in CAPITAL LETTERS Same as in Std 12<sup>th</sup> Marksheet)**

Surname																													
Name																													
Father's/ Husband's Name																													
Address:																													
City:					Taluka:					District:					State:														
Email Address																													
Contact Nos																													
Father's Occupation																													
Gender : Female					Category: Put 5)					<input type="checkbox"/> SC					<input type="checkbox"/> ST					<input type="checkbox"/> SEBC					<input type="checkbox"/> GENERAL				
Religion :					Birth Date: / /					Birth Place:																			

**SELECTION OF ELECTIVE SUBJECTS: (Put 5 in any one of the followings )**  
 COMPUTER SCIENCE OR  BANKING & FINANCE OR  ACCOUNTING & FINANCE &  SSP OR  
 MATHEMATICS

**PLEASE GO THROUGH THE SUBJECT LIST GIVEN AT OVERLEAF AND THEN SELECT A SUBJECT OF YOUR CHOICE**

**Result of Last Examination:**

EXAM	YEAR OF PASSING	NAME OF INSTITUTE	CENTER	SEAT NO.	MARKS OBTAINED	TOTAL MARKS	CLASS\ GRADE
HSC(12 <sup>TH</sup> )							
B.COMSEM _____							



**Performance in Parents' Meeting**



**Advertisement campaign By Students**



**Educational Visit**



**Activity based Learning**



**Chart making competition**



**Career guidance**



**Educational Exhibition (2017-18)**



**Trade Expo-2018-19**



**Gandhi Jayanti Online Quiz**



**Bokawa –Short term Course**



**Bank Visit**



**Bridge course (Sem 1)**



**Placement for the final year students**



**Picnic**



**Sports Winner In State/National**



**Computer Lab-1**



**Hostel**



**Conference Room**



**Internet Lab**



**Coordinator of B.com(EM)**



**Computer Lab-2**



**Class room Presentation**



**Award by Mother of Student in PTA-Meet.**



**Prayer Assembly**



**Student Appreciation by guest in Parents' Meeting**



**Student Appreciation in Parents' Meeting**



**Student Appreciation by Guest's in parent's meeting**



**Sports day celebration**



**Trade expo 2018-19**



**Staff**