

# SAVITRIBAI PHULE PUNE UNIVERSITY

## SCHOOL OF OPEN LEARNING

### Admissions for the Year 2020-21 – F.Y.B.Com. – Frequently Asked Questions (FAQ)

#### 1. Can I take admission through Distance Learning (ODL) mode or as external admission in Savitribai Phule Pune University?

A. School of Open Learning of Savitribai Phule Pune University offers new admissions through Distance Learning mode (& not as external student).

#### 2. What are eligibility criteria for admission to F.Y.B.Com.?

A. Any one of the following criteria is necessary for admission:

- i) Passed Higher Secondary School Certificate (H.S.S.C.) / 12<sup>th</sup> Standard Examination as Regular or External/Private Student conducted by Maharashtra State Board of Secondary & Higher Secondary Education or its Equivalent with English as one of the Subject.
- ii) Passed H.S.S.C. (Vocational) / (M.C.V.C.) Examination conducted by Maharashtra State Board of Secondary & Higher Secondary Education.
- iii) Completed 3 years Diploma conducted by Maharashtra State Board of Technical Education (M.S.B.T.E.) or its Equivalent after Secondary School Certificate (S.S.C. / 10<sup>th</sup> Standard) Examination.
- iv) Completed Certificate Course / Diploma of minimum 2 Years from Indian Technical Institute (I.T.I.) after Secondary School Certificate (S.S.C. / 10<sup>th</sup> Standard) Examination.

#### 3) Which subjects are available for F.Y.B.Com. class?

A. Student has to select 7 subjects from the following subjects:

##### Compulsory Subject:

1. Compulsory English
2. Financial Accounting
3. Business Economics

##### Any 1 subject from:

1. Business Mathematics & Statistics
2. Computer Concepts and Application

##### Any 1 subject from:

1. Organization Skill Development
2. Banking and Finance
3. Commercial Geography
4. Defence Organization & Management in India
5. Theory and Practice of Cooperation
6. Managerial Economics

**Any 1 subject from:**

1. Essentials of E-Commerce
2. Insurance and Transport
3. Marketing and Salesmanship
4. Consumer Protection and Business Ethics
5. Business Environment & Entrepreneurship
6. Foundation Course in Commerce

**Any 1 subject from:**

1. Additional English
2. Marathi
3. Hindi

**4. Is the syllabus through distance mode is different than the regular college syllabus?**

A. No, the syllabus through distance mode is same as prescribed by the University for the Regular Colleges. The syllabus is available on the website of School of Open Learning <http://www.unipune.ac.in/sol/>.

**5. Which medium of learning is available?**

A. English & Marathi mediums are available for learning. However, the medium of the study material will be as follows:

Subject	Medium of the Study material
Financial Accounting, Business Mathematics & Statistics, Essentials of E-Commerce, Compulsory English, Additional English	English
Marathi	Marathi
Hindi	Hindi
Business Economics, Computer Concepts and Application, Organization Skill Development, Banking and Finance, Defence Organization & Management in India, Theory and Practice of Cooperation, Managerial Economics, Insurance and Transport, Marketing and Salesmanship, Consumer Protection and Business Ethics, Business Environment & Entrepreneurship, Foundation Course in Commerce, Commercial Geography	Marathi or English (the medium selected by the student)

**6. Is there any entrance test or merit list for admission to SOL?**

A. There is no entrance test or merit list for admission. The admissions are given on “first-come, first-serve” basis for the limited number of seats.

**7. Should I visit to SOL for admission process?**

A. No, as admission process is online, it is not necessary to visit SOL for admission process.

**8. In which college I can take admission?**

A. SOL has established the Study Centres for Distance Education students in some of the colleges of Pune, Ahmednagar, Nashik & Silvassa districts. Students have to select one of the Study Centre from the available list during online admission process.

**9. On which website I can register for admission for the academic year 2020-21?**

A. The registration for admission for the academic year 2020-21 is available on the website of SOL <http://www.unipune.ac.in/sol/>.

**10. Which documents are required for admission?**

A. The scanned copies of the following are required to upload during online admission process.

1. Photograph (Passport Size)
2. Signature
3. Marksheet of Qualifying Examination (12<sup>th</sup> Standard / Diploma / Trade Certificate)
4. Document for change in name (if any)

(The Student's name as printed on previous marksheet shall be used. If there is any change in that name, the relevant document should be updated)

Other than these documents, the student should submit Transfer (Leaving) Certificate / Migration Certificate while submitting Admission Form to the Study Centre.

**11. After applying online for admission, till when I should submit documents to the Study Centre?**

A. The students should submit the printed copy of Online Application & Admission Fee Payment Receipt along with the necessary documents.

However, due to lockdown condition on the background of Covid-19 Pandemic situation; at present the students should not visit to the Study Centre for submission of Admission Form. The notice will be displayed in due course of time on SOL website <http://www.unipune.ac.in/sol/> for the submission of Admission Form to Study Centre. Accordingly, it will be binding on the students to submit the Admission Form to the students.

**12. What to submit – Transfer Certificate (Leaving Certificate) or Migration Certificate?**

A. An applicant has to necessarily submit either Transfer (Leaving) Certificate or Migration Certificate.

**Transfer (or Leaving) Certificate** is necessary for the following students:

Those who have completed their H.S.S.C. (12<sup>th</sup>) Examination as a Regular student from Maharashtra State Board of Secondary & Higher Secondary Education have to submit the Transfer (or Leaving) certificate issued by their Junior College.

**Migration Certificate** is necessary for the following students:

A) Those who have passed their H.S.S.C. (12<sup>th</sup>) Examination as External/Private student from Maharashtra State Board of Secondary & Higher Secondary Education.

B) Those who have passed Higher Secondary School Certificate (H.S.S.C.) (12<sup>th</sup>) / Diploma / Trade Certificate Examination from the Board other than Maharashtra State Board of Secondary & Higher Secondary Education like:

1. Maharashtra State Board of Technical Education (M.S.B.T.E.)
2. Maharashtra State Board of vocational Education & Examination
3. Directorate of Arts, Maharashtra State
4. National Council for Vocational Training
5. National Institute of Open Schooling (N.I.O.S.)
6. Central Board of Secondary Education (C.B.S.E.)
7. Council of Indian School Certificate Examination (C.I.S.C.E.)
8. Education Boards from the other states
9. International Boards like Cambridge Assessment International Education (C.A.I.E.), International Baccalaureate (I.B.) etc.

The students from above boards should obtain Migration Certificate from their board & submit it to School of Open Learning.

**13. I have passed 12<sup>th</sup> Examination as a private candidate from Maharashtra State Board of Secondary & Higher Secondary Education. Can I get admission with TC?**

A. No, such candidates should obtain Migration Certificate from Maharashtra State Board of Secondary & Higher Secondary Education & submit it to School of Open Learning.

**14. I don't have received printed marksheet yet. Can I take online admission?**

A. Yes, online application can be filled by uploading the scanned copy of Online Marksheet.

**15. I have not received yet the Transfer (/ Leaving) Certificate / Migration Certificate for uploading during Online Application process. Can I take online admission?**

A. Yes, students can apply online for admission even though they have not received Transfer / Migration Certificate. However, they have to submit it within prescribed time limit, without which their admission will not be confirmed.

**16. What is the Admission Fee structure for F.Y.B.Com.? What is the mode of payment of fee?**

A. The Fee structure for F.Y.B.Com. is as follows:

i) The students passing from Education Boards in Maharashtra like:

1. Maharashtra State Board of Secondary & Higher Secondary Education
2. Maharashtra State Board of Technical Education
3. Maharashtra State Board of Vocational Education & Examination

have to pay Rs. 5200/- as admission fee for F.Y.B.Com.

ii) The students passing from Education Boards outside Maharashtra like:

1. National Council for Vocational Training
  2. National Institute of Open Schooling (N.I.O.S.)
  3. Central Board of Secondary Education (C.B.S.E.)
  4. Council of Indian School Certificate Examination (C.I.S.C.E.)
  5. Educational Boards of other states
  6. International Boards like Cambridge Assessment International Education (C.A.I.E.), International Baccalaureate (I.B.) etc.
- have to pay Rs. 5900/- as admission fee for F.Y.B.Com.

While applying online for admission, the students can pay through Net Banking or Credit / Debit Card.

**17. I have passed the qualifying examination before 2020. Shall I require Gap Certificate for admission? Is there any age limit for admission?**

A. The Gap Certificate is not required for the admission. Also, there is no any age limit.

**18. I had taken admission before this to other college / university. Now I want to take admission to SOL. Shall I require Transfer / Migration Certificate?**

A. If you have taken admission before this to any college/institute affiliated to Savitribai Phule Pune University, then Transfer Certificate issued by that college is necessary for the admission. If you have taken admission before this to any other University, then Migration Certificate issued by that University is necessary for the admission.

**19. How to contact School of Open Learning in case of any difficulty / doubt during online application?**

A. The office of School of Open Learning is located at Ground Floor, IDS Building, Near SET Guest House, Savitribai Phule Pune University. However, due to present lockdown situation, the students can send their query to [admission.sol@unipune.ac.in](mailto:admission.sol@unipune.ac.in) or can contact on mobile number 8275425972 during office hours.

**20. Does SOL organizes guidance session for the students?**

A. SOL provides guidance that focuses on self-learning methods.

**21. Does SOL provide books to the students?**

A. Books provided will be as Self-study material. Also, e-content for self-learning is available on SPPU website.

**22. Is there semester pattern of examination?**

A. The pattern of examination is Annual. The examination will be conducted at the end of academic year. However, the internal evaluation will be made by the SOL.

**23. Where are the examination centres for SOL students?**

A. The examination is held at the Study Centre of SOL.