



BHANDUP EDUCATIONAL SOCIETY'S
P. A. MENON COLLEGE OF LEGAL STUDIES

**AFFILIATED TO UNIVERSITY OF MUMBAI, APPROVED BY BAR COUNCIL OF INDIA &
RECOGNIZED BY GOVERNMENT OF MAHARASHTRA
BHANDUP EAST, MUMBAI – 400 042**

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PROSPECTUS 2025– 26



MOOT COURT



P. A. MENON COLLEGE OF LEGAL STUDIES

**Affiliated to University of Mumbai, Approved By Bar Council of India &
Recognized by Govt. of Maharashtra
Second Floor, B.E.S Building, Opp. Bhandup Railway Station
Bhandup East, Mumbai – 400 042**

OUR INSPIRATION

Adv. Shri. P. A. Menon

(1926 – 2019)

Founder Chairman, Bhandup Educational Society

**Adv. Vasanti Dighe
President**

**Prin. P. Sarada Menon
Chairman**

**Mr. Vishwagopal K
Secretary**

**Dr. Anil G. Variath
Vice-Chairman**

**CA Krishnan J
Trustee**

CHAIRMAN's MESSAGE

Namaskar and welcome each of you to Menon's College.

As the present Chairman of Bhandup Educational Society being founded and nurtured by a great visionary Adv.P.A.Menon on the principles enshrined in the teachings of Bhagawad Gita, and elaborated in the lives of Swami Vivekananda and Mahatma Gandhi, I deem it a great privilege to assure each of you quality education imparted in an atmosphere of dedication and missionary zeal by an inspired and highly qualified band of teaching faculty and supporting staff whose motto is the welfare and academic growth of each student.

The academic vistas laid down by our founder Chairman are focussed on genuine endeavours for nurturing the leader in every one of our student in whose well-being and development of their innate qualities we are committed to uphold as our guiding principles. Our founder Chairman has also taught us to approach education not from a commercial point of view but as an instrument of service. As you might know our admission process and all our activities are transparent. We don't accept Donation of any kind and every action of ours is prismatically clear. Moulding the future leaders and encouraging them to be fearless, courageous and capable citizens are the mission and goal we are committed to uphold here.

Teaching, learning, research, extension activities, curricular and co-curricular activities have all been woven here into a composite and realistic matrix of working together as equal partners in the gigantic effort of value creation. Our founder Chairman all through his stewardship stressed the importance of seats of higher education emerging as centres of change, both in the students and in the society. Shaping of courageous and confident young men and women of calibre and who will be apostles of peace, harmony and messengers of the proud heritage of our nation is our commitment.

One of the salient features of our collective efforts is the atmosphere of family bonding we seek to promote in our mission of serving mankind. We realize that this can be possible if only we respect each and every one in whom God manifests abundantly.

Realizing that it is the team that matters, we are committed to the fostering of the creative person in every student's emergence into as ambassador of values, principles and capability. The ambience in the college campus, the tastefully developed library, carefully designed laboratories, greenery in the campus complement admirably in nurturing an atmosphere of skill development to meet the emerging challenges of life.

Well, come on, dear young men and women, we are confident that you will experience the warmth of a family as you enter our campus. We are committed to your academic, personal and creative growth and let us be partners in this joint process of adventuring with education for a bright future ahead.

Be confident, creative and happy.

We march together, hand in hand, to help you to discover your great potentials.

SMT. P. SARADA MENON
CHAIRMAN, B.E.S

FROM THE PRINCIPAL'S DESK

The Bhandup Educational Society has made significant contributions to the cause of humanity through its educational institutions during the past few decades by imparting of quality education with a selfless motive and utmost dedication. We are happy to share with you that with the grace of God Almighty and the blessing of our founder Chairman, Advocate Shri. P.A. Menon; we could put a gentle, but significant step in the field of legal education with the establishment of P.A. Menon College of Legal Studies. With all your cooperation and support the institution is all set to commence its academic journey from the academic year 2025 -26.

We consider ourselves lucky to step into the academia of 'profession of the learned' at a time when the legal education itself is undergoing a transformation. The profession is spreading its wing to new horizons of knowledge and of opportunity and there is high demand for quality lawyers blended with wisdom and skill. The institutions of legal education shall rise to the occasion and engage in meaningful academic exercises involving all stake holders of legal education. While strictly adhering to the mandates of regulatory bodies like the Bar Council of India, University Grants Commission, the University of Mumbai etc; we plan to impart the legal education deeply rooted in our traditional values and culture and at the same time to integrate it with such skills and professionalism so that the changing needs of profession can be answered by our students.

We have structured an inclusive program of study, where the students are active participants at every level of learning through a number of skill development activities like the moot court, mock parliament, workshops, seminars, student and faculty exchange programmes, debates and deliberations. We have aligned with different institutions, government bodies and non - government organisations to ensure that the best minds in academia and profession interact with our students and get trained by them through internships and externship.

I take this opportunity to invite every law aspirant to join hands with us and explore an academic journey of excellence. Here in P.A. Menon College of Legal Studies, you will not merely learn law, but will experience law and get yourself equipped not only for a professional life, but also for a purposeful life. We look forward to walking in the law with you.

DR. DIPTI GALA
I/C PRINCIPAL

ABOUT BES

The Bhandup Educational Society, which is a minority institution established in 1962 is running a school from K.G to High School since June 1965. The Society established V.K. Krishna Menon College of Commerce & Economics in June 1982, and in June 1992 Sharad Shankar Dighe College of Science was added to it. The Society started the Junior College of Commerce in June, 1983 and Junior College of Science in June, 1989 and all are run on aided basis. BSc. (Computer Science) and M.com started in June 2005, B.Com (Management Studies) in June 2009, B.Com (Accounting & Finance) in 2020 and M.Sc (Computer Science) & M.Sc. (Data Science) in 2023 and all are run on unaided basis. We have also started research Centre for Ph.D in Commerce and Accountancy in 2024. Now a new Professional College namely P.A. Menon College of Legal Studies has also started from June 2025.

Our Founder Adv. P.A Menonji left for Lord Krishna's abode on 05-05-2019. On 04-10-2019, the Junior colleges were named as P. A. Menon Junior College of Commerce and Science. Our Self Finance section was named as P.A. Menon College of Management and the library was named as Adv. P.A. Menon Knowledge Resource Centre at the hands of Dr. N. Radhakrishnan. The schools were named as P. A. Menon English High School, P. A. Menon Primary School and P. A. Menon Kinder Garten. On 04-10-2019, a bust of our Founder Adv. P.A Menon was unveiled in the college campus by Dr. N. Radhakrishnan, Chairman, Indian Council of Gandhian Studies, New Delhi. This bust is a reminder of Menonji's selfless and unwavering commitment and his principled and single minded focussed dedication over a life time to create, build and shape career and destinies. We, all the students and the staff owe him a depth of gratitude.

All the institutions are housed in the building complex of over 80,000 Sq. ft. built on 4500 Sq.yds. of land leased to the society by the Union Government, at the instance of Late. V.K. Krishna Menon. The college has a playground of 5500 Sq.yds. adjacent to the college. All the institutions are known for their quality of education and discipline.



ADV. SHRI. P.A MENON
04.10.1926 – 05.05.2019

FOUNDER CHAIRMAN OF BHANDUP EDUCATIONAL SOCIETY



PRAYER BEFORE CLASS

*Yada Yada Hi Dharmasya Glanirbhavati Bharata
AbhyutthanamadharmasyaTadatmanam Srjamyaham
Paritrانaya Sadhunam Vinasaya Cha Dushkritam
Dharma Samsthapanardhaya Sambhavami Yuge Yuge
Janma Karma Divyamevom Yo Vethhi Thathwatha Ha
Thyakthwa Deham Punarjanma Neithi Mamethi Sourjuna*

SUCH A LONG JOURNEY OF A LIVING GANDHI

“In a gentle way, you can shake the world” – M.K Gandhi

These words best define our Nanogenarian, Founder and Visionary **ADV. P.A. MENON SIR**. There is something special about this remarkable man. Clad in Khadi, his talk and his manners revealed an exceptional quality of character, steeped in conviction, courage, honesty, devotion and simplicity. He is not boastful when he narrates the difficulties he had to pass through in his long journey of institution building. He is a picture of optimism and gentleness.

Seldom do we come across men and women whose personality leaves a deep impress on our mind, that too at a time when it is increasingly becoming difficult to find out from appearances which is the true face of a person. So many wear masks and it is a Herculean task to find out where the face ends and where the mask begins. Shakespeare's assertion that 'face is the index of mind' has been consigned to dustbins.

There are, of course, exceptions and yet still, the world is not bereft of fine human beings who hold on to truth and whose life radiates a rare kind of brilliance, dedication, sincerity, and plenty of love for fellow human beings. This remarkable person is none other than **ADVOCATE P. ARAVINDAKSHA MENON**, popularly known as **P.A MENON** in Mumbai and elsewhere.

Born in a middle class agriculturist family in Palakkad, Kerala on the 4th of October 1926 as the second of five children to his parents who were deeply religious and God-fearing people. Aravindaksha Menon was a sensitive person from his childhood. His parents left a profound spiritual and religious influence in his life. After receiving his initial schooling in his hometown, he was sent to complete his SSLC in June 1944 from the Government English High School, Nemmara. During this time Politics started to play an influential role in the path of his life and Quit India Movement in 1942 started by Mahatma Gandhi in particular. Menon was just in his ninth standard when he had participated in a strike organized in his school. He recollects even after several decades that this was a turning point in his life and certainly was not a casual involvement in a program whose impact one did not know. He knew fully well that he was participating in a historic program.

His leaving for Bombay in June 1944 in order to pursue his higher studies, he came in to a wider circle and his joining the Podar College of Commerce, provided him enough opportunities to analyse the great political movement of the day. Politics continued to be of importance in his life and he participated enthusiastically in all political movements. He became a member of the Seva Dal of the BPCC. Shri Menonji recalled with great nostalgia his participation at the AICC Session held at Gowalia Tank Maidan in 1945-46 under the presidentship of Maulana Abdul Kalam Azad.

After completing his B.Com in 1948, he took LLB from Government Law College in 1953 and passed the Bar Council Examination in 1954. He was awarded a Master's Degree in 1956 on the basis of his thesis — “India's trade with South East Asia” under the guidance of Prof. GL Maini. He subsequently enrolled himself as an Advocate in the Bombay High Court and started his career in the Chamber of Adv. SS Kavelakar practising Criminal Law. However, the nature of his work was in

conflict with his convictions and he soon gave up the practise of Criminal Law. He painfully realized that it was difficult to remain as an honest person and practice law under the prevailing circumstances. He found the system was becoming very corrupt and he was not prepared to compromise.

Economic considerations did not bother him. In 1963, he came under the influence of Bhagwad Gita which his mother gifted him. Since 1965 he had restricted his cases to those that are straight forward and that fall under the purview of Civil Law. The limited nature of his practice did however allow him the time to pursue his vision of social upliftment along Gandhian lines.

Imbued with a high sense of public service and inclined to dedicate his life for social causes, he shifted his residence from Shivaji Park to Bhandup, a less developed suburb of Bombay.

His coming into contact with the legendary V.K. Krishna Menon in December 1961 was perhaps, the second major turning point in his life. PA Menon was in-charge of the election campaign in Bhandup District. Both the Menons got attracted to each other and they became good friends too, admiring each other. Their association proved to be one of great significance and the proximity of this relationship provided a great fillip to Adv. Menon's social work.

When Menonji was offered a house to stay, he requested Late V K Krishna Menon for a land in Bhandup east for an English Medium School which itself speaks about his selflessness.

With the assistance of Late VK Krishna Menon, Former Defence Minister and the late P.Govinda Menon, former Union Law Minister, he founded the Bhandup Educational Society in 1962 with an aim to provide a high quality education to the residents of the area. The Society was granted land for a school and for a playground by the Ministry of Industry, Government of India, towards the establishment of an English medium High School in Bhandup. V.K. Krishna Menon was the first President of B.E.S and Shri. P.A. Menonji continued to serve as the Chairman of the Society.

With the blessings of Almighty God and with the help of Menonji's clients and friends, a temporary structure with tiled roof of 5 rooms was put up on the said land and an English school with 56 students blossomed on 20th June 1965 and later the high school in 1969 and also the foundation stone of the building complex.

Today, a vast building complex has come up on the same land which houses the Primary and Secondary Schools and the Junior and Senior Colleges of Commerce, Science and Management Studies and now a new professional college namely P. A. Menon College of Legal Studies has also started. Quality and discipline are two key virtues Menonji considered important for the attainment of success.

Shri Menonji's commitment to Gandhian ideals was total in the sense he lived a Gandhian way of life right from his Spartan dietary habits to abjuring of personal possessions of any kind. In every aspect, he had been a staunch Gandhian all his life and the principles he cherished took him on a more pertinent form when he came under the influence of the Bhagawad Gita in 1963. Menonji was responsible for starting the Centre of Gandhian Studies and Action.

The essence of Gita is also action. Menonji in his short commentary on Gita, highlighted this component of the teaching of Gita. His entire life was a saga of selfless service, dedicated to causes espoused by Mahatma Gandhi who continued to be the major source of inspiration to him all through his life besides Swami Vivekananda and Ramakrishna Paramhansa whose teachings Shri Menonji held dear to him.

Education is not mere attainment of the Perfection which is already in man. The Perfection must be got manifested to the outside world through his thought, word and deed. God is the Perfection in man in the form of Jivatman and it is the Truth also.

His words echoes and re-echoes: **“I have been an instrument in the hands of GOD all through, I attribute everything to HIM.”**

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We as an institution stand for the principle “Tamasoma Jyothirgamaya,” “From Darkness to Light.”

We have adopted Bhagwat Gita as a Dictionary of life as done by Ramakrishna Paramahansa, Swami Vivekananda and Mahatma Gandhi and the translation of the 20 principles from Bhagwat Gita namely **(1) Humility (2) Modesty (3) Ahimsa or Nonviolence (4) Forbearance (5) Uprightness or Straight – Forwardness (6) Purity (7) Self – Control (8) Indifference to Objects of Senses (9) Steadfastness (10) Non – Attachment (11) Constant Even – Mindedness (12) Self – Effacement or Absence of Ego (13) Service to Learned Teacher (14) Perception of Evil of Birth, Death, Oldage, Sickness and Pain (15) Absence of Clinging to Son, Wife, Home and the like, (16) Unswerving Devotion to God (17) Resorting to Solitary Places (18) Company of Wise People (19) Constancy in Self Knowledge (20) Perception of the end of the Knowledge of truth** into one’s day to day life to develop habits.

Educate and illuminate the young generations to build a strong and progressive nation where our country’s rich values and traditions are upheld. Our commitment to the above values is absolute. We mould the youth to love God, serve Humanity and to help them grow as competent, responsible and matured individuals with strength of happiness, moral uprightiness and courage of convictions imbued with qualities of head and heart.

P. A. MENON COLLEGE OF LEGAL STUDIES
**(Affiliated to University of Mumbai, Approved By Bar Council of India &
Recognized by Govt. of Maharashtra)**

ABOUT THE COLLEGE

Bhandup Educational Society, which is a minority institution, established P. A. Menon College of Legal Studies in the year 2025 due to a lot of demand from the local public. The institute is affiliated to University of Mumbai and is approved by Bar Council of India, New Delhi for conducting LL.B (3 Years) degree programme. This institution is known for its quality of education and discipline. The college has a playground of 5,500 Sq. yards, opposite to the college building.

LOCATION

P.A. Menon College of Legal Studies is situated in Bhandup East and is opposite to Bhandup Railway station.

VISION

"Education is the manifestation of perfection already in man" – says Swami Vivekananda.

The College aims at the total development by providing opportunities to empower the students with legal knowledge, skills and attitudes to face personal and professional challenges with confidence, inculcating values of respect, commitment and concern for the service of others.

MISSION

We as an Institution stand for the principle “ तमसो मा ज्योतिर्गमय ” “From Darkness to Light.”

- To facilitate professional legal education and thereby empower and sensitize citizens.
- To sensitize students to the needs of others especially of those less advantaged and foster service organization.

GOALS AND OBJECTIVES

- To establish and run a premier law college offering world class legal education with all modern facilities.
- To impart training in corporate laws, patent laws, space laws, environmental laws through specialized courses.
- To interact with judiciary, setting new trends in the legal systems.
- To provide students, opportunities for intellectual, scientific, social, cultural and professional growth.

PROGRAMS OFFERED

Program Name	: Bachelor of Laws (LL.B)
Affiliating University	: University of Mumbai
Eligibility	: Graduation & Common Entrance Test (CET) by Maharashtra
Intake Capacity	: 60 Seats
Duration	: Three Years
Admission Process	: Centralized Admission Process (CAP) by State CET Cell

CERTIFICATE / ADD-ON / VALUE ADDED PROGRAMS OFFERED:

Sr .No	Details
1.	SWAYAM-NPTEL (Online) Course Fee : Free Any Under Graduate/ Post Graduate Student
2.	Legal AID Clinic

ADMISSION GUIDELINES:

Any candidate who provides incorrect or misleading information while filling, submitting or uploading details in the CET registration form or during College admission will be held solely responsible for the consequences. If such discrepancies are found during the verification process by the college or CET/ARA or any concerned authorities, the candidate will face penalty. The college will not be held accountable and no refund of fees will be granted. The admission will be forfeited immediately.

Fees : *The Academic fees is as notified by Fees Regulating Authority or competent authority from time to time.*

Age of Admission: *There is no upper age limit for admission to Law program till date, in view of the case pending in Hon. Supreme Court of India in WP(Civil) : No. 1023/2016 and the order passed by the Hon. High Court, Bombay in WP 3235/2016.*

ADMISSION GUIDELINES FOR FIRST YEAR ADMISSION

ELIGIBILITY FOR ADMISSION

A candidate for being eligible for admission to First Year of 3 Years LL.B Degree Course must have Passed/completed Degree Examination in any Faculty of a recognized University or equivalent qualification with minimum 45% of marks in aggregate in qualifying examination (that is 45% marks for all parts of degree examination taken together).

Aggregate Marks means the Marks for all the parts of degree examination taken together. The qualifying Percentage shall be calculated on the basis of Aggregate marks irrespective of the Percentage declared by the University.

Incase the candidates are awarded grade/s/, CGPA instead of Marks in any part of the marksheet. The conversion of the Grades/CGPA to percentage of marks would be based on the formula duly certified by the Principal of the college /University/Institution from where the candidate has obtained the degree.

ADMISSION PROCEDURE

For admissions to the first year of three years LL.B Course, the Common Entrance Examination conducted by CET Cell Maharashtra State is mandatory requirement.

The candidates should fulfill all the requirements specified in the Information Brochure for Centralized Admission Process (CAP) 2025-26. Candidates are advised to read the CAP & CET Information Brochure carefully. This Information Brochure should read in co-ordination with Admission Time Table, Government Notification, relevant notices, Government Gazettes and Government Resolutions displayed on the admission website:- <https://cetcell.mahacet.org> and <https://llb3cap25.mahacet.org>

DOCUMENTATION:

Application forms for 3 years degree course & prospectus are available on the college website. Forms duly filled in must be submitted to the College office. Admissions are based on merit.

Students are required to confirm the admission in person by submitting the following certificates with the application form:

- 1) Original Allotment Letter issued by the State CET Cell.
- 2) Original CET Score card and CET Hall ticket.
- 3) Std. X Mark sheet & Passing Certificate (Original, One attested photocopy & Two Non-Attested photocopies.)
- 4) School Leaving Certificate (Original, One attested photocopy & Two Non-Attested photocopies.)
- 5) Std. XI Mark sheet (Original, One attested photocopy & Two Non-Attested photocopies.)
- 6) Std. XII Mark sheet & Passing Certificate (Original, One attested photocopy & Two Non-Attested photocopies.)
- 7) Std. XII Leaving Certificate (Original, One attested photocopy & Two Non-Attested photocopies.)
- 8) Degree mark sheets (All Semesters), Degree Passing Certificate, Degree Certificate for 3 Year Course (Original, One attested photocopy & Two Non-Attested photocopies.)
- 9) Degree Transfer Certificate.
- 10) If the student is from other than Maharashtra State Board, he/she should submit the following additional documents: (a) Original Migration Certificate from the Board/University which he/she passes the examination and an attested photocopy thereof. (b) A copy of the Provisional Eligibility Certificate and Enrolment Registration Form from the University of Mumbai, duly signed. (c) A Provisional Eligibility fee of Rs. 320/ to be paid in cash at the time of admission.
- 11) Caste Certificate, Caste Validity Certificate, Non Creamy Layer Certificate if applicable. (Original, one attested photocopy & Two Non Attested photocopies.)

- 12) Domicile Certificate/ Birth Certificate/ School Leaving Certificate mentioning Place of Birth.
- 13) Two (2) recent passport size photographs. (One photograph to be affixed on the Admission Form)
- 14) In case of a student from a college affiliated to the University of Mumbai, No Objection Certificate (NOC) from that college.
- 15) Foreign students seeking admission should produce their passport & student's visa at the time of admission. Students on tourist visas will not be admitted to the college.
- 16) Married female students should produce attested true photocopy of marriage certificate or in case of change of name, they should produce an affidavit and an attested true photocopy of gazette publication.
- 17) Undertaking to attend a minimum of 75% of the total number of lectures held during each semester as per University Regulations.
- 18) The Principal should be informed in writing about any change in the information submitted by the student in the admission form.
- 19) If subsequently it is found out that any statement of the applicant is incorrect or false, his/her admission is liable to be cancelled without refund of fees.
- 20) Students from Universities other than the University of Mumbai will be admitted provided that the examinations of the other Universities are considered equivalent and are subject to the provisions of eligibility conditions of the University of Mumbai.

Important Note: Original documents, along with the prescribed fees to be submitted as per the provisional admission schedule put up on the college notice board from time to time. Students shall be informed to submit additional documents to the college as and when required by the Department of Higher Education.

FEES

The fee for the First Year of is to be declared. The fees shall be subject to change, depending on the directives from the University of Mumbai and subject to the approval of the concerned authorities. Full fees must be paid along with the required deposit amounts at the time of admission. No student will be permitted ordinarily, to appear for any of the University/College Examinations if he/ she has not paid the College/Examination fees for the year. Fees and other dues shall be payable as prescribed from time to time by the competent authorities.

The Fees Regulating Authority (Constituted under Section 11(2)(3)(4) of the Maharashtra Unaided Private Professional Educational Institutions (Regulations of Admission and Fees) Act 2015 in its meeting held on 18th July 2025 approved

Fees : Rs.35000/- in the Academic Year 2025-26

Payment of Fees: Fees to be paid online through our college website or by Demand Draft/ Pay Order in favor of 'P.A Menon College of Legal Studies'.

SUBJECTS

Semester I	Semester II
1) Labour Laws and Industrial Relations I 2) Law of Contract and Specific Relief 3) Law of Torts, Motor Accident Claims and Consumer Protection Laws 4) Legal Language 5) Practical Training I Professional Ethics and Professional Accounting System	1) Bharatiya Nyay Sanhita 2023 2) Constitutional Law I 3) Family Law-I 4) Environmental Laws 5) Drafting, Pleading & Conveyancing I
Semester III	Semester IV
1) Administrative Law 2) Family Law-II 3) Transfer of Property Act 4) Company Law 5) Practical Training II Alternate Dispute Resolution	1) Jurisprudence / Legal Theory 2) Contract-II 3) Constitutional Law II 4) Any One from the following: a) Criminology and Penology b) Human Rights Law c) Bankruptcy Laws 5) Drafting, Pleading & Conveyancing II
Semester V	Semester VI
1) Civil Procedure Code 1908 and Limitation Act 1963 2) Bharatiya Nagarik Suraksha Sanhita 2023, Juvenile Justice (Care and Protection) of Children Act, 2015 & Protection of Children from Sexual Offences (POSCO) Act 2012 3) Labour Law and Industrial Relations II 4) Public International Law 5) Practical Training III Moot Court Exercise and Internship	1) Law of Taxation 2) Bharatiya Sakshya Adhinyam 2023 3) Any Two from the following: a) Law of Banking and Negotiable Instruments Act b) Law of Insurance c) Intellectual Property Law d) Conflict of Laws e) Law Relating to Women and Children f) Law and Medicine 4) Drafting, Pleading & Conveyancing III

SEMESTER SYSTEM:

The Law degree will not be conferred upon a candidate unless the candidate has passed in, or cleared all the papers prescribed for each Semester examination in accordance with the provisions relating to each Semester examination. The performance of the students will be evaluated by the Examination to be conducted at the end of the every Semester and also by his/her performance in the Practical Training and DPC Papers as per the guidelines issued from time to time by the Bar Council of India & University of Mumbai.

Medium of Instruction: English

Teaching Staff : The Teaching staffs of the college consists of full time teachers and visiting faculty who are either recognized post graduate teachers for law college or persons of eminence in the field of their specialization.

Teaching methods: classroom lectures, interactive sessions & discussions, case studies, powerpoint presentation & documentaries, seminar & workshops, mooting (debating points of law before a judge), guest lectures, practical training, project work field visits etc.

COLLEGE DISCIPLINE / RULES AND CODE OF CONDUCT

1. Students shall abide by the general and special rules made by the College authorities with regard to the conduct of students, inside and outside the College. The decision of the College authorities shall be final. The Parents and guardians are also presumed to have agreed to these rules when their wards join the College.
2. Students must read the notices displayed on the College Notice Boards and College Website from time to time.
3. Students should wear their Identity Card in the college or while representing the college at other places. It should be produced when demanded by any of the college staff. Students' not carrying valid identity card may be refused entry into the college premises.
4. Attendance by Proxy is a serious act of indiscipline.
5. Smoking, chewing tobacco and gutka consumption of alcoholic drinks, intoxicants and narcotic drugs, ragging and being in possession of any material deemed objectionable by the Principal of the College is strictly prohibited in the College premises.
6. As per Supreme Court Order dated May 16, 2007 in University of Kerala V/s Council, Principals, Colleges of Kerala and Ors, if it is found that any student has indulged in ragging in the past or it is noticed that he/she indulges in ragging, he/she shall be expelled from the College and his/her admission will be cancelled.
7. Students shall not do any such activity either inside or outside the College which will, in any way interfere with its orderly administration and discipline.
8. No society or association shall be formed in the College and no person will be invited to address a meeting, without the prior permission of the Principal.
9. No student shall collect any money or contribution for picnic, trip, educational visit, get-together, study notes, charity or for any other activity without the prior sanction of the Principal.
10. Students are prohibited from approaching the press or publishing any matter relating to the college without the written permission of the principal.
11. No student shall do an act which tends to lower the public image of the College or its officers.
12. All meetings, cultural programmes, debates, elocutions, moot-court etc. organised on the College Premises must be held in presence of teaching staff members and with the prior permission of the Principal. The subjects of debates/elocutions/ moot-courts must have the prior approval of the Principal.
13. Insubordination and unbecoming language or misconduct on the part of the student is sufficient reason for his/her suspension/dismissal.
14. Making false statement or tampering with certificates and records, whether for seeking admission or securing any other benefit, will entail punitive action.
15. A student must not associate with any activity not authorized by the College Principal.

16. If there is any change in the name (on account of marriage or otherwise), address or contact numbers of a student, it is the responsibility of the student/parent/guardian to immediately intimate, in writing, to the College office.
17. In case of illness, a student/parent/guardian must give application with medical certificate to the office.
18. Conduct of a student in the class as well as in the premises of the College shall be such that it should not cause any disturbance to fellow students and other classes.
19. Students must not loiter in the College premises while lectures are being engaged.
20. Students are expected to take care of the College property and to help in keeping the premises clean and hygienic. Causing damage to the property of the College by disfiguring or writing on the walls, doors, fittings, etc. or breaking furniture or tearing posters, etc. is a breach of discipline; and the student found guilty shall be punished.
21. The lost and found property should be deposited and claimed at the College office during the office hours.
22. Students applying for certificates, testimonials, etc. and those requiring the signature of the Principal on any document should contact the College office at least seven days in advance with proper documents. No papers should be brought by the student directly to the Principal for signature.
23. If, for any reason, the continuance of the student in the College is found detrimental to the best interest of the College, the Principal may either ask the student to leave the College without assigning any reasons or refuse to admit the student for the next academic year; and such decision will be final and binding on the student.
24. Acts of misbehaviour, misconduct, indiscipline or violation of the rules of discipline mentioned above are liable for one or more punishments as stated below:
 - a. Warning to the student.
 - b. Warning to the student as well as a letter to the parents.
 - c. Imposition of a fine.
 - d. Denial of gymkhana, library, student aid or any other facility for a specified period or for the whole Term/Year.
 - e. Cancellation of Terms.
 - f. Refusal of admission in the next term or academic year.
 - g. Cancellation of Admission.
 - h. Expulsion from the College for a specified period.
 - i. Rustication.
25. Mobile phones or any electronic instruments are not allowed to be used in the college premises. The same will be confiscated, if found using.
26. Dress Code: Behave, dress and project in dignified and respectable manner. Students are expected to maintain decorum of the college with regard to dress and behaviour. They should wear simple but not tight and revealing dress, Sleeveless tops, short clothes, tonned jeans, 3/4 length clothes and ripped clothes should be strictly avoided.
27. Student should compulsorily wear Formal attire (White Cotton Shirt or Kurti, and Black Pant with Black Blazer on every Saturday/Guest Lecture or any formal event.

28. Students are not allowed to take part in any prejudicial activity.
29. Students should not bring any outsiders to the college premises.
30. Students should refrain from indulging in any form of ragging which has been notified as a cognizable offence by the government of Maharashtra.

ATTENDANCE NORMS

The term's 'working days' means that the days on which the lectures are delivered. As per the University Ordinances 6086 (Circular No. UG/01 of 2014 dated 5th May 2014), Every bonafide learner shall ordinarily be allowed to keep terms for the given semester in a course of his/ her enrollment only if he/she fulfill at least 75% of the attendance per semester. Attendance is taken as an average of the total numbers of lectures, practical's, tutorials etc. conducted by the college. A student whose attendance in any semester is not satisfactory (as per Rules of University of Mumbai ordinance 0.6086) will be subject to disciplinary action. The decision taken by the principal shall be final. The college is monitoring the attendance as per the University Ordinance 6086. The Attendance Committee has been formed to maintain the attendance record of all the students admitted in said academic year.

Leave of Absence: In case students are not able to attend lectures and/or tutorials for a period exceeding a week in a term, they should give intimation to the Principal of the College and take prior permission for such absence.

Absence on medical or other grounds: Absence on medical or other grounds, which is given to the satisfaction of the Principal may be considered a satisfactory reason for absence from lectures tutorials. At the time of granting the terms to a student his/her classwork and other academy inputs would be considered to be of paramount importance. Hence, a student may not be granted his/her terms even if he/she explains his/her absence on medical or other grounds.

RAGGING

Ragging is strictly condemned and prohibited in this college. The aggrieved students are requested to report the same to the Anti-Ragging Committee to take speedy action. The guilty shall be dealt with harshly and severe action shall be taken against them as demanded by the situation as per the provisions of 'Maharashtra Prohibition of Ragging Act, 1999' and the directions issued by the Courts.

INTERNAL COMPLAINTS COMMITTEE:

The College has an Internal Complaints Committee, which is constituted in pursuance of the Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal) Act 2013, in order to fulfil its statutory obligation under the said Act and to specifically deal with the cases of sexual harassment of women at workplace.

CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES:

The College will celebrate Annual day, Prize Distribution Ceremony, Sports and Cultural week for all round development of students. The College will organize and motivate the students to participate in Inter-Collegiate, State and National Level Moot Court, Debate, Elocution, Legal Literacy Programmes, Essay Competitions, Seminars, Symposiums, Workshops, Panel discussions and lecture series, to develop their oratory skills. The College Gymkhana is having indoor game facilities like Table

Tennis, Carrom and Chess, etc. The College also provide access to football court and Cricket pitch.

WOMEN'S DEVELOPMENT CELL:

The college has a College Women's Development Cell duly constituted as per the Vice Chancellor's Directions bearing No. WDC/VCD/240 of 2008 issued by the Hon. Vice Chancellor of the University of Mumbai.

PLACEMENT CELL

College will actively support the students to get placed in Law firms and companies.

EDUCATIONAL VISITS:

The College will organize visits to various places like Supreme Court and other Courts, Parliament, Jails, Observation Homes, Police Stations, Maharashtra Legislative Assembly, Chamber Visits to various Law firms, etc., to explain the working of various organizations to the students.

COLLEGE MAGAZINE

The College Magazine will be published annually. It will contain the Annual Report of the academic year and other literary writings by the students, ex-students and faculty of the college.

ELOCUTION AND DEBATE

The College will organize various Elocution and Debate Competitions. The students will be motivated to participate at Inter-Collegiate, State and National Level Debate and Elocution Competitions.

MARATHI BHASHA LITERATURE ASSOCIATION

The College will have a Marathi Bhasha Literature Association with the objective of nurturing and promoting the state language i.e., Marathi.

MENTOR –MENTEE SESSIONS:

The College will conduct regularly Mentor-Mentee sessions to build more strong relationship between teachers and students to resolve students' issues – if any and guide them for more growth and development.

LIBRARY:-

The Library is well equipped with collection of books, journals, and many more services to cater to the curricula of students and teachers in the Law stream. They have access to legal and non legal journals, subject related reference resources, online services and programs which support and supplement the syllabus and continuous research hence, promoting legal scholarship. Leading national law journals, law reports and magazines are subscribed by the college and are available to students. The library has electronic resources and databases accessible to students. Library also has an extensive general collection of books from various fields. The Library housekeeping activities are computerized using SOUL3.0 software.

- ✓ OPAC (Online Public Access Catalogue)
- ✓ Acquisition of books / CD's / Bound Volumes / dissertations

- ✓ Lending of books and other library resources (issue and return for staff and students)
- ✓ Article Indexing for Research Journals
- ✓ E-Journals
- ✓ Bar coding of Books
- ✓ Computers, Internet, Wifi and Printout facility

STUDENT SUPPORT

Identity Card:

1) One time Identity Card shall be issued at the time of admission and is valid for the said Academic year. Students should have their identity cards while in the college premises and produce the same whenever required by any member of the college staff.

2) Every student must display his/her ID card to the security personnel at the gate, failing which he or she may not be allowed to enter the college premises.

3) In case of loss of the Identity card, a student should inform the admin office of the college. A duplicate Identity card shall be issued on payment of Rs. 100/- along with the receipt of Police complaint from concerned Police station and student written application to the admin office. The duplicate Id card shall be issued within 5 working days.

Railway Concession:

Student can avail concessional fares for local trains from Bhandup station to the nearest station to the place of their residence in Mumbai. Student has to fill the railway concession form available on the website. Student are requested to enter their local address as mentioned in the admission form to facilitate the issue of railway concession. Incase of change in address, requires to inform the college office with supporting prior to the application for railway concession. The same shall be issued within 3 working days. The students are required to collect the same as per mentioned time schedule.

CENTRE OF GANDHIAN STUDIES AND ACTION (CGSA):

Bhandup Educational Society has established a Centre of Gandhian Studies and Action in association with the Indian Council of Gandhian Studies. New Delhi. The college will emerge gradually as a Forum for Study, Research and Outreach activities by involving students, staff and community around in socially relevant programmes in order to propagate Gandhian Vision of Social Transformation and Individual Empowerment.

MOOT COURT ASSOCIATION

A Moot Court Hall is a practice space for law students to familiarize themselves with court proceedings and enhance their legal and advocacy skills. Moot Court provides practical legal training, fostering analytical reasoning, legal aptitude, and team-building skills. It prepares students to be responsive and ready for legal practice upon completion of their degree.

Today's need for acquisition of global information and rapid communication using Information and Communication Technologies is being met by the Computer Centre. The Computer Centre is well equipped with LAN, Internet and Wifi. The centre also has facilities for printing and scanning. Here, the students learn various software as per syllabus requirements.

The College has a Legal Aid Committee which arranges legal awareness programmes and camps in the rural, urban and underdeveloped areas under the District Legal Services Authorities Committee, Mumbai & Mumbai Suburban and in conjunction with the High Court of Judicature at Mumbai. The Legal Aid Committee functions through its students and teachers as per the Legal Services Authorities Act, 1987.

The canteen facilities at subsidized rates are available for the students and staff. In canteen, we provide traditional healthy dishes only. (No Junk / Fast food)

Monday to Friday : 9.00 A.M. To 2.00 P.M.

Students	:	10.30 A.M. To 12.30 P.M.
Visitors	:	12.30 P.M. To 1.30 P.M.

LL.B Lecture Timing	:	7.00 A.M. To 1.0 P.M.
Library Timings	:	8.00 A.M. To 3.00 P.M.

Note: - Timings are likely to be changed.

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