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दुरध्वनी: (ईपीएबीएक्स) २६०९००० (अभ्यास मंडळे विभाग- २६०९०९४) तार : युनिशिवाजी  
फॅक्स : ००९१-०२३१-२६९१५३३ व २६९२३३३.e-mail:bos@unishivaji.ac.in

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(2014) with CGPA-3.16

शिवाजी वि./अ.मं/सी.ओ.सी./54

दि. 10 जुलै 2015

प्रति,

प्राचार्य,

सर्व संलग्नीत (कला, सामाजिकशास्त्रे, विज्ञान व वाणिज्य) महाविद्यालये,  
शिवाजी विद्यापीठ, कोल्हापूर.

**विषय:- करिअर ओरिअंटेड प्रोग्रॅम (C.O.C.) अंतर्गत असणा-या अभ्यासक्रमाबाबत.**

महोदय,

उपरोक्त विषयसंदर्भात आपणास आदेशान्वये कळविण्यात येते की,

1. करिअर ओरिअंटेड कोर्स अंतर्गत विद्यापीठ अधिकार मंडळाची मंजूरी असणा-या विविध अभ्यासक्रमांची यादी सोबत जोडली आहे. ज्या महाविद्यालयांना विद्यापीठ अनुदान आयोगाकडून तसेच विद्यापीठाच्या संलग्नता विभागाकडून सोबतच्या यादीत नमूद केलेल्या तंतोतंत शिर्षकाप्रमाणे शैक्षणिक वर्ष 2015-16 पासून मान्यता मिळाली आहे. त्यांनी पुन्हा अभ्यासक्रम प्रस्ताव सादर करण्याची आवश्यकता नाही. त्यांनी फक्त विद्यापीठाकडून संलग्नता प्रस्तावास मिळालेल्या मान्यतेची प्रत अभ्यास मंडळे विभागास सादर करावी म्हणजे त्याप्रमाणे त्यांना अभ्यासक्रमाची प्रत / सी.डी. पाठविण्यात येईल.
2. शैक्षणिक वर्ष 2015-16 पासून संबंधित महाविद्यालयांना सोबतच्या यादीतील अभ्यासक्रमांशिवाय जर नविन अभ्यासक्रमांना विद्यापीठ अनुदान आयोगाकडून व विद्यापीठाच्या संलग्नता विभागाकडून मान्यता मिळालेली असेल तर त्यांनी सदरच्या शिर्षकाच्या प्रस्तावित अभ्यासक्रमांच्या मसुदयाच्या 16 प्रती व एक सी.डी. (विद्यापीठ अधिकार मंडळाच्या बैठकीत सादर करण्यासाठी) दि. 31 ऑगस्ट 2015 पूर्वी अभ्यास मंडळे विभागास सादर करावी.
3. तसेच सोबत करिअर ओरिअंटेड कोर्सेस अभ्यासक्रमांबाबतची नियमावली आपल्या माहितीसाठी व पुढील कार्यवाहीसाठी पाठवित आहोत.

कळावे,

आपला विश्वासू

**सही / -**

उपकुलसचिव

अभ्यास मंडळे विभाग

सोबत :-वरीलप्रमाणे



शिवाजी विद्यापीठ, कोल्हापूर  
करिअर ओरिएन्टेड कौन्सिल अंतर्गत अभ्यासक्रमासाठी नियमावली

1. अभ्यासक्रम सर्टिफिकेट, डिप्लोमा व ॲडव्हान्स डिप्लोमा या स्तरावर करावेत.
2. ज्या अभ्यासक्रमांचा समावेश विद्यापीठाने पाठविलेल्या यादीत तंतोतंत शिर्षकाप्रमाणे नाहीत अशा प्रस्तावित अभ्यासक्रमाच्या सोळा प्रती व एक सी.डी. महाविद्यालयामार्फत तयार करून सादर करावी.
3. अभ्यासक्रमास संबंधित महाविद्यालयानी विद्यापीठाच्या संलग्नता विभागामार्फत त्यांच्या नियमानुसार संलग्नता घेणे आवश्यक आहे
4. अभ्यासक्रम तयार करताना संबंधित महाविद्यालयांनी या संदर्भात केलेला कोर्स आराखडा संबंधित विद्याशाखेच्या अधिष्ठाता यांचेकडे सादर करण्यासाठी विद्यापीठाकडे सादर करावेत. त्याचबरोबर अभ्यासक्रमामध्ये थिअरी व प्रॅक्टिकल असे भाग असावेत. परंतू यामध्ये प्रामुख्याने प्रॅक्टिकलवर जादा भर असावा अभ्यासक्रमाचा आराखडा विद्यापीठ अनुदान आयोगाने निर्गमित केलेल्या आराखडयानुसार असावा प्रॅक्टिकल तास किती असावेत हे अभ्यासक्रमामध्ये नमूद करावे.  
(The C.O.C. syllabus needs to be approved by the concerned body/authority)
5. शिक्षक वर्ग या अभ्यासक्रमाच्या अध्यापनास त्या त्या विषयातील / क्षेत्रातील किमान 5 वर्षांचे अनुभवी असावेत.
6. या प्रमाणपत्र अभ्यासक्रमास 12वी परीक्षा उत्तीर्ण ही पात्रता राहिल.
7. इतर महाविद्यालयातील विद्यार्थ्यांना अथवा बहिःस्थ नोंदणीकृत विद्यार्थ्यांना प्रवेश देता येईल. भाग-2 किंवा 3 चे विद्यार्थी देखील प्रमाणपत्र, पदविका अभ्यासक्रमांना प्रवेश घेवू शकतील. नियमित अभ्यासक्रमास / एटीकेटी किंवा नापास झालेले विद्यार्थीदेखील करीअर ओरिएन्टेड अभ्यासक्रमास प्रवेश घेवू शकतील या अभ्यासक्रमाचे माध्यम इंग्रजी व मराठी असे राहिल.
8. दिनांक 30.12.2006 रोजी झालेल्या विद्यापरीषदेच्या बैठकीतील निर्णयानुसार कोर्ससाठी महाविद्यालयांना किमान रु 500/- व जास्तीतजास्त रु 2000/- इतके शुल्क आकारता येईल. जमा शैक्षणिक शुल्कापैकी 10 % रक्कम विद्यापीठाच्या परीक्षा विभागाकडे जमा करावयाची आहे.
9. A) Standard of Passing for all the courses. The following common standard of passing for all the courses conducted by various colleges under Career Oriented Programme in various faculties will be applicable as follows:
  1. There will be a separate head of passing for each paper and also for Theory and Practical examination in each where ever applicable subject.
  2. A student shall have to secure 35% of marks in Theory and Practical examination separately in order to pass in those heads of passing. He shall be declared to have passed the examination, if he passes in all heads of passing at examinations.
  3. In order to secure a Second Class with Hons, a candidate shall have to obtain at least 45% marks in the aggregate at the said Exam.
  4. In order to secure a First Class with Hons, a candidate shall have to obtain at least 60% of marks in the aggregate at the said Exam.
  5. A student shall be declared to have passed in First Class with Distinction, if he gets at least 70% of marks in the aggregate at the said examination.
- B) The existing Ordinances for passing in the faculty concerned will be applicable as it is.
- C) Regarding A.T.K.T. Rules.
  - a) The A.T.K.T. will not be given in the examinations of concerned courses under Career Oriented Programme.
  - b) The examinations of concerned courses will be held after regular examination of B.A./B.Com./B.Sc.

D) Regarding rules for repeater students.

The repeater students have to appear for regular examination only. The special examination will not be conducted for repeater students.

E) Details regarding practicals.

a) The practical examinations for such a courses will be conducted after theory examinations of concerned courses.

b) The concerned colleges will conduct the practical examinations only and the marks given for such a practical examinations will be communicated to the University (Examination Section) through the Principal immediately after the practical examination is over.

c) The following procedure be followed for practical examination.

### **Paper No.III: (Practical, Work Experience and Field Project)**

- |            |  |                               |
|------------|--|-------------------------------|
| <b>i)</b>  | <b>Practical</b>                             | <b>- 30 marks</b>             |
|            | Practicals – suggested topics                |                               |
|            | 5- Practical of 6 Hrs. each – 30 periods     |                               |
| <b>ii)</b> | <b>Work experience</b>                       | <b>- 30 marks</b>             |
|            | Daily 4 periods 15 days Approx. – 60 Periods |                               |
| <b>e)</b>  | <b>Field Project</b>                         | <b>- 30 + 10 marks (viva)</b> |

The nature of **each theory Question Paper** will be as follows :

Q.1	Multiple choice - 10 items	- 20 Marks
Q.2	Essay type Question with internal option	- 20 Marks
Q.3	Essay type Question with internal option	- 20 Marks
Q.4	Short notes (any two out of four)	- 20 Marks
Q.5	Brief answers (any four out of six)	- 20 Marks.
		-----
		100 Marks

### **Scheme for internal evaluation and viva-voce. (Field Project)**

F) Internal marks will be given on the basis of records maintained by the students.

G) The evaluation of internal marks is done by the internal examiner and signed by the co-ordinator.

H) Records for internal evaluation-

For Practical – Journal

For Work Experience - Diary should be maintained by each student and certificate be issued from the institution / organization concerned.

For Project - 2 Copies of project report covering minimum 25 pages should prepare by each student after visiting unit/organization/ Institution. The topic of the project report should be related with any unit of the theory paper. Project report should contain aspects like objectives, Research Methodology, findings and draft of questionnaire.

4. One external and one internal examiner will be appointed by the College for viva-voce.

Allocation of marks for vivo-voce.

Internal Examination – 20 Marks

External Examination – 20 Marks

- b) Further it is resolved that the students can appear for the examination only for one certificate course at a time.
- c) It is resolved to recommend that the Question Papers to be drafted in Marathi as well as in English.

11. सदर कोर्सच्या परीक्षेसंबंधित प्रक्रिया संबंधित महाविद्यालयाने करावी.

**Career Oriented Council अंतर्गत येणा-या प्रमाणपत्र (Certificate) अभ्यासक्रमासाठी पात्रता एच.एस.सी. (10+2) असावी असे ठरले.**

1. सर्व कोर्सेसचे अभ्यासक्रम आदर्श व व्यवहारी होणाऱ्या दृष्टीने संबंधित विषयाचे अध्यक्ष, संबंधित महाविद्यालयाच्या शिक्षक व अध्यक्षानी सुचविलेले विषयतज्ञ यांच्या स्वतंत्र बैठका घेण्यात येतील.
2. यानंतर अभ्यासक्रम करिअर ओरिएंटेड कौन्सिल पुढे येतील.
3. विद्यापीठाने पाठविलेल्या स्थानिक चौकशी समिती सदस्यांचा टी.ए.डी.ए. चा होणारा खर्च संबंधित महाविद्यालयाने आदा करावा.
4. करिअर ओरिएंटेड कौन्सिलमार्फत देखरेख (monitoring) ठेवली जाईल.



## Shivaji University Kolhapur

### C.O.C. Course List (Approved by Shivaji University authority)

Sr. No	Certificate Courses
1	Certificate Course in Water & Soil Analysys
2	Certificate Course in Vermiculture & Vermi Composting
3	Cerificate Course in Maitainance of Electrical & Electronic Appliances
4	Certificate Course in Personality Development & English Communication Skills
5	Certificate Course in Repairs of Domestic Appliances
6	Certificate Course in Bio-Technology
7	Certificate Course in Silkworm Physiology
8	Certificate Course in Tax Procedure & Practice Introduction
9	Certificate Course in Agri Business
10	Certificate Course in Hospital Administration & Management
11	Certificate Course in Yoga Education & Health
12	Certificate Course in Dieteics & Health Education
13	Certificate Course in English Language
14	Certificate Course in Hindi Song Writing
15	Certificate Course in Fashion Designing
16	Certificate Course in Insurance
17	Certificate Course in Sericulture syllabus
18	Certificate Course in Land survey & Land Record
19	Certificate Course in Retailing
20	Certificate Course in Medical Laboratory Technology
21	Certificate Course in Translation Proficiency in English
22	Certificate Course in Cookery
23	Certificate Course in Fashion Technology
24	Certificate Course in Spoken English
25	Certificate Course in Insurance Risk Management
26	Certificate Course in Teaching of English
27	Certificate Course in Translation & Communication Skill
28	Certificate Course in Account Writing & Co-Operative Societies
29	Certificate Course in English Language
30	Certificate Course in Medical Lab Technician
31	Certificate Course in Criminal Psychology
32	Certificate Course in Banking
33	Certificate Course in Tax Counsultancy
34	Certificate Course in Journalism
35	Certificate Course in Screen Printing
36	Certificate Course in Spoken English
37	Certificate Course in Accounting & Auditing
38	Certificate Course in Tourism
39	Certificate Courses in Banking, Insurance and Retailing
40	Certificate Course in Practical Accountancy and Auditing
41	Certificate Course in Applied Psychology
42	Certificate Course in Co-Operation

43	Certificate Course in E-Banking
44	Certificate Course in Information and Computer Basics
45	Certificate Course In Functional English
46	Certificate Course in Co-Operative Management
47	Certificate Course in Communicative English
48	Certificate Course in Land Survey
49	Certificate Course in Personality Development
50	Certificate Course in Dramatics
51	Certificate Course in Basic Computer & Information Technology
52	Certificate Course in Computer Technology & Information Technology
53	Certificate Course in Communication Skills in English
54	Certificate Course in Information Technology with Personality Development
55	Certificate Course in English Communication
56	Certificate Course in Translation and Communicative Proficiency
57	Certificate Course in Spoken & Communicative Skills in English
58	Certificate Course in Office Automation
59	Certificate Course in Tourism and Travel Management
60	Certificate course in Synthesis of Nano Materials
61	Certificate Course in Computerized Financial Accounting
62	Certificate Course in E-Commerce
63	Certificate Course in Tax Practice
64	Certificate Course in Computer Science
65	Certificate Course in Tour & Travel
66	Certificate Course in Media Spectrum and Communication
67	Certificate Course in Beauty Therapy & Culture
68	Certificate Course in Plant-Tissue Culture
69	Certi. in Soil, Water & Food Analysis
70	Certificate course in Business Accounting & Tally
71	Certificate course in co-operative sectors
72	Certificate course in Computer Hardware And Networking
73	Certificate course in Computerised Accountancy
74	Certificate course in Functional English for communication
75	वृत्तपत्रविद्या प्रमाणपत्र अभ्यासक्रम
76	मानव अधिकार व मुल्यशिक्षण प्रमाणपत्र अभ्यासक्रम
77	Certificate Course in Watershed Management & Technology
78	Certificate Course in Taxation *
79	Certificate Course in Food Processing & Preservation
80	Certificate Course in Information & Computer Technology
81	Certificate Course in Analytical Instrumentation
82	Certificate Course in Communication Skills in English
83	Certificate Course in Marketing
84	Certificate Course in Pre-Primary Teacher Training
85	Certificate Course in Tax Practice
86	Certificate Course in Universal Human Values and soft skills
87	Certificate Course in Balwadi Sevika
88	Certificate Course in Instrumentation
89	Certificate Course in Computer Application
90	Certificate Course in e-learning
91	Certificate Course in Communication Skills and Translation Proficiency
92	Certificate Course in Global Positioning System
93	Certificate Course in Soil & Water Analysis Syllabus
94	Certificate Course in Garden And Nursery Management
94	Certificate Course in Computer Application
96	Certificate Course in Library Management

97	<b>Certificate Course in Information Technology</b>
98	<b>Certificate Course in Analysis of Soil and Potable Water and its Importance</b>
99	<b>Certificate Course in Biotechnology</b>
100	<b>Certificate Course in Computer Accountancy Tally Package</b>
101	<b>Certificate Course in YOGA Studies</b>
102	<b>Certificate Course in Bakery &amp; Confectionary</b>
103	<b>Certificate Course in Business Process Outsourcing (BPO)</b>
104	<b>मानवी हक्क अधिकार व सामाजिक जाणीव – प्रमाणपत्र अभ्यासक्रम</b>
105	<b>Certificate Course in Income Tax</b>
106	<b>Certificate Course in Biodiversity and Conservation</b>
107	<b>Certificate Course in Conservation and Cultivation of Medicinal Plants</b>
108	<b>Certificate Course in Co-Operative Accounting</b>
109	<b>Certificate Course in Hospital Waste Management</b>
110	<b>Certificate Course in Event Management</b>
111	<b>Certificate Course in Retail Management</b>
112	<b>Certificate Course in Foundry Technology</b>
113	<b>Certificate Course in Tally</b>
114	<b>Certificate Course in spoken and Communicative English</b>
115	<b>Certificate Course in Indian Classical Music &amp; Dance</b>
116	<b>Certificate Course in Translation and Communication Skills</b>
117	<b>Certificate Course in Fermentation and Alcohol Technology</b>
118	<b>Certificate Course in Insurance and Taxation</b>
119	<b>Certificate Course in Overview of A.D.R. and A.D.R. Approaches</b>
120	<b>Certificate Course in Mediation and Conciliation</b>
121	<b>Certificate Course in Law Relating to Patents</b>
122	<b>Certificate Course in Event Management</b>
123	<b>Certificate Course in Computer Accounting Costing and Taxation</b>
124	<b>Certificate Course in Travel and Tourism</b>
125	<b>Certificate Course in E Accounting</b>
126	<b>Certificate Course in Human Resource Management</b>
127	<b>Certificate Course in MATLAB Programming</b>
128	<b>Certificate Course in Foreign Language Japanese</b>
129	<b>Certificate Course in Land Surveying</b>
130	<b>Certificate course in Horticulture and Nursery Managemen</b>
131	<b>Certificate Course in Catering Technology</b>
132	<b>Certificate Course in Modi Lipi</b>

<b>Sr. No</b>	<b>Diploma Courses</b>
1	<b>Diploma Courses Tax Procedure &amp; Practices</b>
2	<b>Diploma Courses in Cookery</b>
3	<b>Diploma Courses in Fashion Technology</b>
4	<b>Diploma Courses in Food Preservation</b>
5	<b>Diploma Courses in Accounting &amp; Auditing</b>
6	<b>Diploma Courses in Insurance</b>
7	<b>Diploma Courses in Agri Business</b>
8	<b>Diploma Courses in Sericulture</b>
9	<b>Diploma Courses in Fashion Designing</b>
10	<b>Diploma course in Information Technology</b>
11	<b>Diploma Course in Translation Proficiency in English</b>

12	Diploma Course in Insurance
13	Diploma Course in Tax Procedure and Practices
14	Diploma Course in Accounting and Auditing
15	Diploma Course in Hotel Management
16	Diploma Course in Integreted Pest Management
17	Diploma Course in Tourism
18	Diploma Course in Tour & Travel
19	Diploma Course in Functional English
20	Diploma Course in Functional Hindi
21	Diploma Course in Early Childhood-care & Education
22	Diplom course in Data Analysys
23	Diploma Course in Communication Skills in English
24	Diploma Course in Translation and Communicative Proficiency
25	Diploma Course in Dramatics
26	Diploma Course in Journalism
27	Diploma in C Programming
28	Diploma Course in office Automation
29	Diploma Course in Information Technology with Personality Devlopment
30	Diploma Course in Banking
31	Diploma Course in Criminal Psychology
32	Diploma Course in Plant Tissue Culture
33	Diploma in Hotel Management
34	Diploma Course in Maintenance & Repairs of Electrics Equipments
35	Diploma Course in Information and Computer Basics
36	Diploma Course in Seed, Water AND Soil Testing
37	Diploma Course in Indian Classical Music & Dance

Sr. No	Advance Diploma Courses
1	Advanced Diploma Course In Food Preservation.
2	Advance Diploma Courses in Integreted Pest Management
3	Advance Diploma Courses in Accounting & Auditing
4	Advance Diploma Courses in Insurance
5	Advance Diploma Courses in Fashion Technology
6	Advance Diploma Courses in Fashion Designing
7	Advance Diploma Course in Risk Management
8	Advance Diploma Course in Income Tax Practicing
9	Advance Diploma Course in Banking Co-Operative Sector
10	Advance Diploma in Internet Technology
11	Advance Diploma in Java Programming
12	Advance Diploma Course in Banking
13	Advance Diploma Course in Retailing
14	Advance Diploma Course in Dramatics
15	Advance Diploma Course in Criminal Psychology