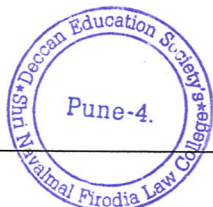




Deccan Education Society's
SHRI NAVALMAL FIRODIA LAW COLLEGE, PUNE

PROSPECTUS
(2021-2022)

Savitribai Phule Pune University, Pune



RULES AND DIRECTIONS FOR STUDENTS

A. ABOUT SOCIETY & COLLEGE

We are a distinguished educational institute in Maharashtra, which has honor of giving stalwarts to the nation.

Deccan Education Society is graced by the vision and the glory of the founding fathers; Freedom Fighter and an astute lawyer Lokmanya Shri. Bal Gangadhar Tilak, the great social secular reformer Shri. Gopal Ganesh Agarkar, doyen of Marathi literature Vishushastri Chiplunkar and a well-known social- worker Shri. Madhav Ballal Namjoshi, for imparting education to students. The Society was established in the year 1885 and has always remained alert to the changing needs of the larger social set up for which and within which it functioned.

The inscription in the logo reflects “**Union is Strength**” and is embedded in the firm belief that quality education is the lifeline of any developed country, and hence always remained alert to social needs.

DES's Shri Navalmal Firodia Law College has distinct advantage of having a unique heritage of Deccan Education Society, and we intend to fiercely guard and cherish it. We follow the same tradition of our parent society today, which is reflected in the tremendous growth of DES's Shri Navalmal Firodia Law College in a short span of time.

WE PROMISE....WE STRIVE.... & WE DELIVER....

Our Motto: Making Excellence a prevailing attitude.....



Our Mission Statement:

We, the people of DES's SNFLC solemnly resolve...

- **To be committed to the mission of teaching,**
- **To sow and germinate the seed for developing spirit of enquiry to allow students to blossom into enlightened citizens,**
- **To endeavor to spread nobility in thinking by igniting the minds of the young student body,**
- **To strengthen the legal foundation of the nation,**
- **To cultivate conviction of character and strength to explore every potential with valor.**

B. COURSES OFFERED

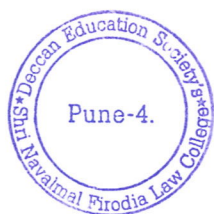
- 1. B.A LL.B (5 Years)**
- 2. B.B.A. LL.B (5 Years)**
- 3. LL.B (3 Years)**
- 4. LL.M (2 Years)**
- 5. DTL (1 Year)**

C. COURSE COMPONENT OF B.A. LL.B., B.B.A. LL.B AND LL.B.:

1. Course Component of First Year B.A.LL.B.:

Subject Code	Semester I
CE 0101	General English
BA0102	General Principles of Political Science
BA0103	General Principles of Economics
BA0104	General Principles of Sociology

Subject Code	Semester II
CE 0201	English for Law
BA0202	Political Theories
BA0203	Macro Economics, Policies and Practice
BA0204	Theoretical Perspectives of Sociology



2. Course Component of Second Year B.A.LL.B.:

Subject Code Semester III

CE 0301	Legal Language and Legal Reasoning
BA0302	Public Policy and Public Administration
BA0303	Theories of Development and Indian Economy
BA0304	Society in India

Subject Code Semester IV

BA0401	Law and Literature
BA0402	International Relations
BA0403	Law and Economics
BA0404	Social Research Methods

3. Course Component of First Year B.B.A.LL.B.:

Subject Code Semester I

CE 0101	General English
BB0102	Managerial Accounting
BB0103	Principles of Management
BB0104	Business Communications

Subject Code Semester II

CE 0201	English for Law
BB0202	Organizational Behaviors
BB0203	Management Information System
BB0204	Principles of Marketing

4. Course Component of Second Year B.B.A.LL.B.:

Subject Code Semester III

CE 0301	Legal Language and Legal Reasoning
BB0302	Basics of Finance
BB0303	Managerial Economics
BB0304	Business Ethics and Corporate Governance

Subject Code Semester IV

CE 0401	Law and Literature
BB0402	Human Resource Management
BB0403	Law and Economics
BB0404	Business Research Methods



5. Course Component of Third Year B.A. LL.B., Third Year B.B.A. LL.B. and First Year LL.B.:

**Subject Code Third Year B.A. LL.B. – Semester V
Third Year B.B.A. LL.B. – Semester V
First Year LL.B. - Semester I**

LC0501 Legal and Constitutional History
LC0502 Family Law I
LC0503 Law of Contract I
LC0504 Law of Crimes

Optional Subject 1 (Any one from the following)

LO0505 (a) Health and Food Law
LO0506 (b) Equity and Trust Law
LO0507 (c) Criminal Psychology and Criminal Sociology
LO0508 (d) Agricultural Marketing Law
LO0509 (e) Intellectual Property Rights I

**Subject Code Third Year B.A. LL.B. – Semester VI
Third Year B.B.A. LL.B. – Semester VI
First Year LL.B. - Semester II**

LC0601 Constitutional Law I
LC0602 Family Law II
LC0603 Law of Contract II
LC0604 Tort and Consumer Protection Law

Optional Subject 2 (Any one from the following)

LO0605 (a) Media and Law
LO0606 (b) Banking and Insurance Law
LO0607 (c) Penology and Victimology
LO0608 (d) Land Acquisition Law
LO0609 (e) Intellectual Property Rights II

6. Course Component of Fourth Year B.A. LL.B., Fourth Year B.B.A. LL.B. and Second Year LL.B.:

**Subject Code Fourth Year B.A. LL.B. – Semester VII
Fourth Year B.B.A. LL.B. – Semester VII**

Second Year LL.B. - Semester III

LC0701 Constitutional Law II
LC0702 Property Law and Easement
LC0703 Public International Law
LP0704 Practical Training Paper I - Professional Ethics and Contempt of Court Law



Optional Subject 3 (Any one from the following)

- LO0705(a) Comparative Constitutions
- LO0706(b) Investment and Securities Law
- LO0707 (c) Criminal Minor Acts
- LO0708(d) Cooperative Law
- LO0709(e) Private International Law

Subject Code Fourth Year B.A. LL.B. – Semester VIII
Fourth Year B.B.A. LL.B. – Semester VIII

Second Year LL.B. – Semester IV

- LC0801 Labour and Industrial Law
- LC0802 Jurisprudence
- LC0803 Law of Evidence
- LP0804 Practical Training Paper II - Alternate Dispute Resolution System

Optional Subject 4 (Any one from the following)

- LO0805 (a) Human Rights Law and Practice
- LO0806 (b) Competition Law
- LO0807 (c) Vulnerable and Disadvantaged Groups and Criminal Law
- LO0808 (d) Civil Minor Acts
- LO0809 (e) International Economic Law

7. Course Component of Fifth Year B.A. LL.B., Fifth Year B.B.A. LL.B. and Third Year LL.B.:

- Subject Code Fifth Year B.A. LL.B. – Semester IX**
Fifth Year B.B.A. LL.B. – Semester IX
Third Year LL.B. - Semester V
- LC0901 Civil Procedure Code
 - LC0902 Interpretation of Statutes
 - LC0903 Environmental Law
 - LP0904 Practical Training Paper III - Drafting, Pleading and Conveyance

Optional Subject 5 (Any one from the following)

- LO0905 (a) Law on Education
- LO0906 (b) Principles of Taxation Law
- LO0907 (c) Law of Forensic Science
- LO0908 (d) Land Laws I
- LO0909 (e) International Law on Air, Space and Sea



Subject Code Fifth Year B.A. LL.B. - Semester X
Fifth Year B.B.A. LL.B. - Semester X

Third Year LL.B. - Semester VI

LC1001	Criminal Procedure Code
LC1002	Administrative Law
LC1003	Company Law
LP1004	Practical Training Paper IV - Moot Court Exercise and Internship

Optional Subject 6 (Any one from the following)

LO1005	(a) Election Law
LO1006	(b) Bankruptcy and Insolvency Law
LO1007	(c) Comparative Criminal Justice System
LO1008	(d) Land Laws II
LO1009	(e) Humanitarian and Refugee Law

D. COURSE COMPONENT FOR LL.M

LL.M. Syllabus (Credit System Revised from 2014)

Semester – I

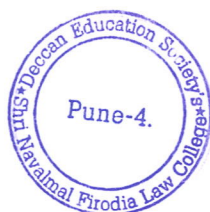
Paper 1-Introduction to Legal Theory	(04 Credits)
Paper 2-Constitutional Law of India	(04 Credits)
Paper 3-Legal Research Methodology	(04Credits)
Paper 4- (Specialization Subject)	
Introduction to International Law OR	
Principles of Corporate Law	(04Credits)
Introduction to Cyber Security-I (Mandatory credits)	(01Credit)
Human Right Education- I	(01 Credit)

Semester – II

Paper 5-Practical Research Methodology	(04 Credits)
Paper 6-Comparative Constitutional Law	(04Credits)
Paper 7-Law Making in Indian Polity & Statutory Interpretation	(04Credits)
Paper 8-(Specialization Subject)	
International Institutions OR	
Law of Contract-General Principles	(04Credits)
Introduction to Cyber Security-II (Mandatory credits)	(01Credit)
Human Right Education- III	(01Credit)

Semester-III

Paper 9-Law and Social Transformation in India	(04Credits)
Paper 10-Law, Science and Technology	(04 Credits)
Paper 11- (Specialization Subject)	
Private International Law OR Consumer Law	(04Credits)
Paper 12-Criminology and Penology (Optional Paper V)	(04Credits)
Introduction to Cyber Security-III (Mandatory credits)	(01Credit)
Skill Development Course (ADR)	(02Credits)



Semester – IV

Paper 13-(Specialization Subject)

Principles of International Economic Law OR

Banking and Negotiable Instruments Act

(04Credits)

Paper 14-Criminal Law (Optional Paper IX)

(04Credits)

Paper15/16-Dissertation

(08Credits)

Introduction to Cyber Security-IV (Mandatory credits)

(01Credit)

Skill Development Course(ADR)

(02Credits)

E. COURSE COMPONENT FORDTL (2018 PATTERN)

Paper I	- General Laws affecting Taxation
Paper II	- Income Tax Act, 1961
Paper III	- The Integrated Goods and Services, Tax Act, 2017(G.S.T)
Paper IV	- The Custom Act, 1962
Paper V	- Book Keeping& Accountancy

F. INTAKE CAPACITY OF COURSES

Courses	Intake Capacity
B.A.LL.B.	180
B.B.A. LL.B.	60
LL.B.	180
LL.M.	60
DTL	60

G.ADMISSION TO FIRST YEAR FULL TIME REGULAR DEGREE COURSE IN LAW, VIZ. LL.B. 5 YEAR FOR THE ACADEMIC YEAR 2021-2022

1. Eligibility for Admission to B.A.LL.B.& B.B.A LL.B.

According to G.R. No. CET-2015/C.No.379/MSHI-2, Dated 4th December, 2015 and G.R.No.CET-2016/F.No.84/MSHI-2, Dated 7th April, 2016 the Competent Authority shall conduct the **MAH-LL.B.- 5 Yrs. Course CET- 2021** for the admission to the First Year of the Five Year Full Time Professional Integrated Under-Graduate Degree Course in Law, **for the Academic Year 2021-2022.**



The Online Applications are invited for CET for ADMISSION TO FIRST YEAR of Five Year Full Time Regular Under-Graduate Degree Course in Law, viz. LL.B. 5 YEAR in the Government, Aided and Unaided Colleges (including Minority Institutes), University Departments and University Managed Institutes in Maharashtra State offering LL.B 5 Yrs. Integrated Course.

2. Eligibility Criteria for appearing to MAH-LL.B. 5 YRS. Integrated Course CET-2021:

The candidate should be an Indian Citizen. The candidates belonging to the type (NRI, PIO, OCI, CIWGC and Foreign National Students) with following Academic eligibility are not required to appear for CET Examination. They must directly apply only for CAP rounds.

An applicant who has successfully completed Senior Secondary School course (+2) or equivalent (such as 11 + 1, A level in Senior Secondary School Leaving Certificate Course) from a recognized Board/University of India or outside or from Secondary Board or equivalent, constituted or recognized by the Union or by a State Government or from any equivalent institution from a Foreign Country recognized by the Government of that country for the purpose of issue of qualifying certificate on successful completion of the course Examination, with **minimum of 45% marks in aggregate** for **Open, SEBC and EWS** Category candidates and Outside Maharashtra State Candidature Candidates (OMS) i.e **All India Candidates**, (candidate belonging to SC/ST Category from the State of Maharashtra with **minimum 40%Aggregate Marks** and VJNT, SBC, OBC, Category belonging to State of Maharashtra with **Minimum 42% aggregate marks**).

(a) The applicants who have obtained +2 Higher Secondary Pass Certificate or First Degree Certificate after processing studies in Distance or Correspondence Method is eligible for Admission to the course.

Provided that, the applicants who have obtained 10+2 through Open



(University)system directly **without having any Basic Qualification** (Standard X) are Not Eligible for LL.B-5 Yrs. CET.

Further provided that, the applicants who have obtained 10th Std./Secondary Schooling Certificate Examination, in a Single Sitting Examination without having basic qualification (1st to 9th standard of Schooling) is Not Eligible for Admission.

Further provided that, candidates who are appearing/ appeared for the qualifying examination (regular examination of that academic year) are also eligible to apply for the Entrance Examination. Such candidate will become eligible for admission only if they produce the provisional/Degree/Certificate of the qualifying examination and the mark lists of all parts/attempts of qualifying examinations at the time of admission.

H. ADMISSION TO FIRST YEAR FULL TIME REGULAR DEGREE COURSE IN LAW, VIZ. LL.B. 3 YEAR FOR THE ACADEMIC YEAR 2021-2022

1. Eligibility for Admission for LL.B

According to G.R. No. CET-2015/C.No.379/MSHI-2, Dated 4th December, 2015 and G.R. No. CET-2016/F.No.84/MSHI-2, Dated 7th April, 2016 the Competent Authority shall conduct the **MAH-LL.B.- 3 Yrs. Course CET- 2021** for the admission to the First Year of the Three Year Full Time Professional Degree Course in Law, **for the Academic Year 2021-2022.**

The Online Applications are invited for CET for ADMISSION TO FIRST YEAR of Three Year Full Time Regular Degree Course in Law, viz. LL.B. 3 YEAR in the Government, Aided and Unaided colleges (including Minority Institutes), University Departments, and University Managed Institutions in the Maharashtra State offering LL.B 3 Yrs. Degree Course.



2. Eligibility Criteria for appearing to MAH-LL.B. 3 YEAR CET-2021:

The candidate should be an Indian National. The candidates belonging to the type (NRI, PIO, OCI, CIWGC and Foreign National Students) with following Academic eligibility are not required to appear for CET Examination. They must register apply only for CAP rounds. They will have to undergo the document verification as per the schedule of the CAP

Candidate should be a graduate in any faculty of any University in Maharashtra established by an act of Parliament or by a State Legislature or an equivalent National Institution recognized as a Deemed to be University or Foreign University recognized as equivalent to the status of an Indian University by an authority competent to declare equivalence, with Minimum 45% of Marks in aggregate (That is 45% marks for all the parts of the Degree examination taken together) in qualifying examination in case of the candidates belonging to OPEN Category, ALL INDIA CANDIDATURE (OMS), EWS & SEBC candidates from the state of Maharashtra, (Candidate belonging to SC/ST Category need only 40% marks and VJNT, SBC and OBC Category with minimum 42% marks in the qualifying examination).

(a) An applicant who has passed the U.G. Degree of minimum Three Years and P.G. Degree of 2/3 Yrs. from University mentioned in (a) after processing the studies in the pattern of 10+2+3+2/3 with regular studies at secondary and higher secondary schooling is eligible. Post Graduate diploma will not be considered as Post Graduate Degree.

Provided that, the applicants who have obtained +2 Higher Secondary Pass Certificate or First Degree Certificate by distance or correspondence method shall also be considered as eligible for CET of the 3 Years Law Courses (the applicant who has passed the qualifying examination (10+2, U.G. & or P.G.) in a single sitting examination without having basic qualifications of (10+2+3) is not



eligible.)+2 is the Basic Qualification for LL.B-3 Yr. Course.

Further provided that, **NO** candidate from the Open University having a degree contrary to the U.G.C. Act. and Regulations and contrary to Rules of Legal Education shall be eligible.

Further provided that, candidates who are appearing/appeared for the qualifying examination UG or PG (regular examination of that academic year) are also eligible to apply for the Entrance Examination. Such candidate become eligible for admission only if they produce the provisional/ Degree certificate of the qualifying examination and the mark lists of all parts of qualifying examination at the time of CAP Application form filling.

I. ADMISSION PROCEDURE

- Admission will be as per CET (Law) Rules.
- All admissions are provisional and are subject to sanction of eligibility of University of Pune.
- Students should carry all the documents in original as required for admission and should submit attested photocopies of all the relevant documents at the time of admission.
- Foreign students seeking admission to this college should contact the International Student Center at the Savitribai Phule Pune University for obtaining a letter of admission. Admissions to foreign students will be granted after producing a letter of admission issued by the University of Pune.
- It is mandatory to submit a copy of any of the following
 - Permanent address proof of the Mother/Father of the applicant
 - Electricity bill
 - Telephone Bill
 - Driving License



- Ration Card
- Passport.
- Aadhar card
- Affidavit in respect of prohibition of ragging is mandatory to be submitted before admission.

I. RULES OF SAVITRIBAI PHULE PUNE UNIVERSITY

Tuition Fees & all other fees are prescribed by Shikshan Shulka Samiti.

The students who are from outside the State of Maharashtra will have to pay double the Tuition fee. Fees for N.R.I., Foreign Nationals, Person of Indian Origin are three times the fees that is prescribed for the students from the State of Maharashtra. Fees for the children of Indian Workers from Gulf and South East Asia & SAARC Countries (including Afghanistan) are two times that is prescribed for the students from the State of Maharashtra.

For the definition of 'Candidates from Outside Maharashtra' please refer to **Savitribai Phule Pune University order dated 28/02/2020** [clause no. (iii)-(viii)], relevant extracts of which are given below:

- Foreign National:** means a citizen of any country other than India.
- Person of Indian Origin (PIO):** means a person who is citizen of other countries (except Pakistan and Bangladesh) who at any time held an Indian passport, or who or either of his parents or any of his grandparents was a citizen of India by virtue of the provisions of the Constitution of India or Section 2(b) of Citizenship Act, 1955 (Act No. 57 of 1955)
- International Student:** means an international student who possesses a foreign passport.
- Non-Resident Indian (NRI)** (as per Income Tax Act, 1961): As per Income Tax Act, 1961, an individual is non-resident for income tax purpose, when he



is 'not a resident' or who is 'not ordinarily resident'. A person is treated as 'non ordinarily resident' if any of the following condition is satisfied:

1. If he has not been resident in India in 9 out of 10 preceding years. OR
2. If he has not been in India for a period of 730 days or more during the preceding 7 years.

A person, who is non-resident in India or not ordinarily resident, is taxed in India only for his income in India. He is not taxed in India for income abroad.

(e) **A. Maharashtra State Candidate:** means a candidate passing SSC (Std. X) and Higher Education thereafter from the State of Maharashtra.

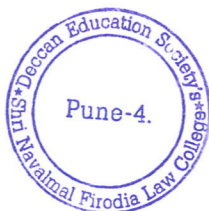
B. Maharashtra Domiciled Candidate: means a candidate should be domicile of the State of Maharashtra.

(f) **Candidate from outside Maharashtra State:**

(i) Means a candidate whose domicile status is outside Maharashtra and has passed his qualifying examination from University outside Maharashtra. He will be eligible for admission as candidate from Outside Maharashtra.

(ii) A candidate whose Domicile Status is outside Maharashtra State, but who has passed his qualifying examination from a statutory University in the State of Maharashtra, but has passed his SSC or its equivalent examination from a recognized school, outside the State of Maharashtra, will be eligible for admission to an institution which lies in the jurisdiction of the University. He will be considered as candidate from outside Maharashtra State.

(iii) A candidate whose Domicile Status is outside Maharashtra and who has passed his / her qualifying examination from Savitribai Phule Pune University but has passed his / her SSC or equivalent examination from outside Maharashtra State, while filling in the application form for admission he / she indicate their domicile status as 'Other than Maharashtra'.



J.CANCELLATION OF ADMISSION AND REFUND OF FEES

1. For B.A. LL.B, B.B.A. LL.B AND LL.B:

The candidate cancelling his confirmed admission will be entitled to receive the refund of fees as per CET Rules.

2. Cancellation of admission and refund of fees for DTL & LL.M:

The candidate if chooses to withdraw from the program of study in which he is enrolled, he will be entitled to receive the refund of fees after deducting the amounts as follows:

Sr. No.	Point of Time when notice of Withdrawal of Admission is Received in the Institute	Percentage of Refund of Fees
1.	Within 10 days from the date of admission taken by the student concern	100%
2.	After 10 days and before 15 days from the date of admission taken by the student concern	90%
3.	After 15 days and before 20 days from the date of admission taken by the student concern	80%
4.	After 20 days and before 30 days from the date of admission taken by the student concern	50%
5.	After 30 days from the date of admission taken by the student concern	00%

K.DES CENTRE OF LEGAL EXCELLENCE

DES Centre of Legal Excellence (CLE) is committed to create a pool of certified & skilled professionals equipped with knowledge, wisdom & abilities necessary to meet or exceed legal & industrial expectations on both, general & specific frontlines.



DES CLE provides a focal point of multidisciplinary avenues in various perspectives of socio-economic, political & legal arenas.

DES CLE is a team of dedicated & resourceful expertise designing & approving the courses, specifically focused to enhance the career graph of the professional by subject enrichment from theoretical & practical points of view.

The center opens a plethora of avenues not only for students from multiple disciplines but also for Medical, Corporate, Commerce & various other professionals inclined to career advancement.

As a key to success, every center of Excellence should have a set of clearly & concisely defined guiding principles that will offer its direction & focus. We suggest these areas as a starting notion for establishing & successfully evolving DES Centre of Legal Excellence.

- Standardization
- Leveraging Assets
- Measuring performance
- Guidance & Governance
- Eminent subject matter Experts
- Research collaboration
- Training Workshops
- Project Assignments

L. CERTIFICATE COURSES

In Addition to the Curriculum, as prescribed by the parent university, the college also provides some Certificate Courses for enriching the knowledge of the Students as also to make them acquire the skills necessary for a law professional. Basic objective behind all these Certificate Courses is to bridge the gap between theory and practice and to help the students to develop their personality in all



dimensions.

List of Certificate Courses is as under:

Certificate Course in Soft Skills Development

Certificate Course in Law and Logic

Certificate Course in Law and Psychology

Certificate Course in Advocacy Skills

Certificate Course in Medico – Legal Aspects in India

Certificate Course in Law and Economics

M. LIST OF FACULTIES

Officiating Principal: Dr. Priya Chopde, B.Sc, L.L.B., LL.M., NET, SET, PGDHR, Ph.D.

Library In - charge: Asst. Prof. Sonali Renuse, LL.M. NET

Sr. No.	Name of the Faculty	Qualification
1	Asst. Prof. Nalini Ambad	LL.M, NET, (JRF)
2	Asst. Prof. Neeta Ahir	LL.M. NET
3	Asst. Prof. Janhavi Ghodke	B.Com., LL.M., NET, SET
4	Dr. Aishwarya Yadav	BSL LL.B, LL.M, NET (JRF), MBL, DIPR
5	Asst. Prof. Sonali Renuse	LL.M. NET
6	Asst. Prof. Kaveri Deo	B.S.L.LL.B., LL.M. SET
7	Asst. Prof. Pooja Baghel	LL.M, NET
8	Asst. Prof. Pooja Deo	MSc., LL.M, SET
9.	Asst. Prof. Yuvakshi Grover	B.B.A.LL.B, LL.M, NET
Full Time Faculty (Pre Law Subjects)		
10.	Dr. Anagha Baldota	M.A. (English) M.Phil., Ph.D.



11.	Asst. Prof. Sandip Borse	M.A.(Sociology),NET,SET
12.	Asst. Prof. Madhura Apte	M.A. (Economics) NET
13.	Asst. Prof. Saurabh Jadhav	M.A (Political Science) NET
14.	Dr. Archana Lahoti	B.Sc., M.M.S., MCM, NET, Ph.D.

N. COLLEGE LIBRARY AND READING ROOM

DES's Shri Navalmal Firodia Law College library is the hub of all library activities established to accomplish the research and academic objective of the college. It is located in the second floor of the DES's Shri Navalmal Firodia Law College building.

The library is fully automated with Web OPAC. The library has collection of over 16,000 volumes of textbooks, reference books, Bare Acts, Commission Reports, Dictionary, Lexicon, *etc.* and general reading and personality development books. The library subscribes to leading law reports and National and International Journals. The library has subscribed to electronic Databases viz. Manupatra Database, Law – Super (Offline), SCC Online Web Edition, AIR Online Database, AIR Privy Council, JILI Database, Annual Survey of Indian Law, N-List (INFLIBNET). The library reading room is well ventilated with seating capacity of 200 students. Library provides individualized reading space with table lamps in the reading room.

1. General Library Rules

- The Library is open to the bonafide members of DES's Shri Navalmal Firodia Law College.
- The admission to the library is permitted on production of valid I.D. Card issued by the College.
- Students are requested to sign the Gate Register kept at the counter.



- All the issued books, personal text books, any other books or books borrowed from other libraries are not allowed in the library. They have to be deposited in the property counter.
- Bags, briefcases, umbrella, jenkins and personal belongings must be deposited at the property counter. No valuables should be deposited at the property counter.
- Library does not accept any responsibility for loss or damage to personal property left on the premises.
- The property left at the counter must be taken back on the same day.
- Silence should be maintained in the library.
- While leaving the library, members are required to show their files, file covers, books to the staff on duty at the gate.
- Misuse of library materials will result in expelling the student from the library.
- Entry of media, photography & video recording is prohibited in the library.
- Eatables are not allowed in the library.
- Carrying of mobiles is not allowed in the library.

2. Library Timings

Monday to Saturday : 8.00 a.m. to 6.00p.m.

Before Examination : 08.00 a.m. to 08.00p.m.

Books Issue Time : 10.00 a.m. to 4.00p.m.

Closed on Sunday and Holidays

3. Loss of Identity Card

- Loss of I.D Card must be reported immediately.
- Duplicate I.D card will be issued to student on payment of Rs.50

O. HOSTEL ACCOMMODATION

The College shares the hostel facility for boys and girls with Fergusson College



and BMCC. The boys and girls hostel with all basic amenities are available for Law students. There is a visiting doctor at the girls' hostel with basic medical facilities. Apart from this, there is also a counseling cell for girl students. Library facility, television sets, tea vending machines *etc.*, are available at girls' hostel. Hostel is allotted on the basis of merit.

P. COMPUTER LAB

The college has well equipped separate Computer Lab with 14 computers with lease line internet facility with Local Area Connection for 12 computers with 22Mbps internet speed for student's access. The lab is equipped with latest software and antivirus and internet facility are available to students and faculty. Online accessing is available to various international journals through N-LIST and legal databases viz. West Law, SCC Online Web Edition, Manupatra, AIR Databases. Offline accessing is available to Laws – Super, JILI database and Annual Survey of India databases.

Q. Wi-Fi

The entire College building is Wi-Fi enabled with high speed internet connection. Students are allowed to access the internet at any time by completing required registration formalities.

R. LIST OF DEPARTMENTS:

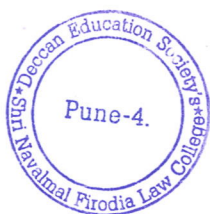
Every year, college organizes various academic, co-curricular and extra-curricular activities. For carrying out such activities effectively the college has following departments and cells.

1. **Moot Court Society** - Moot Court activity is an inherent feature of every premier Law School to create eloquent Advocates. This activity is greatly promoted by the college through its Moot Court Society. We host one of its own



kind- **Lokmanya Tilak Memorials National Appellate Moot Court Competition** each year.

2. **Legal Research Cell** - It conducts workshops on research methodology, and members participate in research oriented competitions like Bill Analysis, Research Papers, Judgment Analysis, *etc.*
3. **National Service Scheme (NSS)** – Students actively participate in different aspects of community services in the rural neighborhood.
4. **Legal Aid Centre** - We also have an active Legal Aid Centre providing free legal aid. The NSS and Legal Aid Center works in line with the concept of *Pro Bono Publico*, to uphold the cause of social justice by creating awareness amongst the weaker sections of the society.
5. **Students' Development Cell** –It endeavors for promoting overall development of the students. The Cell co-ordinates and assists other departments and cell to organize variety of programs for nurturing overall personality of students. In addition to this, in order to imbibe a sense of responsibility as well as respect towards all sorts of work, the college implements, “Karmarveer Bhaurao Patil Earn and Learn Scheme” as sanctioned and approved by the Savitribai Phule Pune University, Pune.
6. **Debate Forum** - Named **MIMANSA**, provides for a strong platform for developing public speaking skills to the students. This forum hosts the National Level Inter-Collegiate Agarkar Smruti Debate Competition.
7. **Sports Department** - Through the achievements in sports the college has redefined its identity in the arena of sports activity in University, State as well as National level tournaments. The indoor sports fest ‘Dum’ is organized each year. An intercollegiate sports fest, ‘Lawskets’ is also organized by the department.
8. **Placement Guidance Cell**- Placement Cell endows students with successful career avenues and all around personality development. Initiating with the process of registration, the Centre conducts various activities ranging from Guest



lectures enlightening students on various niceties of career opportunities in diverse fields to placement drives of renowned recruiters round the year. Along with empowering students with this diverse knowledge, the Centre encourages them to pursue long term and short term internships at the offices of various litigation and non-litigation firms like Avanti's Pvt. Ltd., Pune, RGAA, J. Shekhar & Co., Kanjmag & Co., Pune, etc.

The aim of this journey is to endow students with successful placements at the end of their academic pursuit. Till date, the Centre has been successful in assisting its students in securing their dream jobs in esteemed organizations like Persistent Systems Ltd, HDFC Life Ltd., Brightleaf Solutions Pvt. Ltd., RGAA, John Deere, Mindcrest Pvt. Ltd., J. Shekhar & Co. Ltd. Talekar & Asso., *etc.* Throughout this journey, the Centre strives to assist the students through orientation sessions and regular meetings.

9. **Cultural Department** - The College encourages participation in cultural activities, and has an in-house Cultural Fest, 'Indradhanush'.
10. **Seminar & Guest Lectures** – Seminars, Workshops and Symposiums are organized for maximum students' participation, Guest lectures and group discussion on the topics relating to the curriculum, are intricately woven into the academic calendar.
11. **Mentorship** - Our College started mentorship programme. The main aims of this programme are to provide support and help to juniors and to build healthy relation between junior and senior and thus to reduce gap between them.
12. **Study Tour & Picnic** –The college organizes study tour, field visits and annual college picnic for its students.
13. **Clubs and Cell**-The college has started new ventures like, Parliamentary Debate Club, MUN Club, Club Aesthetica, and Legal History Club. These clubs were initiated to inculcate debate and oratory skills along with nurturing their literary instincts through various activities among the students. These clubs are run by



the collaborative efforts of students, faculty coordinator and guest speakers wherever necessary.

14. **Women's Study Cell – "Paripoorti"** – It aims to focus on studies and activities related to women and gender.

15. **DES Internship Programme** -Internship for all the students of DES SNFLC was a new resolve of college Management in order to guide the students about need and importance of the practical experience of court process and observing advocacy skills of the practitioners at early stage of college learning. There are 50 senior lawyers associated with DES. As per the availability and convenience of the lawyers, the registered student / group of registered students is allotted to the advocate.

S. DISCIPLINARY RULES:

- Minimum 75% attendance in each subject is compulsory as per University rules.
- Students will not be permitted to appear for internal and University examinations without fulfilling 75% attendance criteria.
- Students must be punctual for all the classes.
- Law courses taught in the college are professional courses and students must dress appropriately for the same.
- Formal Black trouser and White formal shirt is allowed. (Black Jeans, Short Kurties and T- shirt are strictly not allowed)
- Black Blazers for formal functions are necessary.
- Black Formal Shoes are part of the Uniform.
- Black Winter wear is compulsory.
- Girls can wear Long Plain white Kurta (Non- transparent) and full length Black Leggings.
- Wearing of I- cards on campus at all the times is mandatory. Student should



produce it whenever called upon to do so by the relevant authorities. It is mandatory for every student to produce I-card at the time of University Examination.

- Use of Mobile Phones is strictly prohibited within the college building. Breaching this discipline will result in confiscation or forfeiture of Mobile Phone.
- Students must behave in disciplined manner within or outside the classrooms at all times. In-disciplined behavior shall be subject to strict disciplinary actions
- Participation in all college activities like Seminars, Guest Lectures *etc.* is compulsory.
- Students must update themselves through notices displayed on Notice Board in respect of Internal Examination, Submission of Examination Form and all other participation dates *etc.* No excuse will be entertained if student fails to read the notices.
- No Society, NGOs or Association of the students will begin without the previous permission of the College Authorities.
- Cleanliness must be maintained in the College Premises and washrooms.
- College Premises are under the surveillance of CCTV.
- College Canteen is available for students adjacent to the open ground.
- Hostel Facilities are available subject to availability of seats to Law Students.

T. ANTI-RAGGING RULES:



The Maharashtra Prohibition of Ragging Act, 1999

An Act is to prohibit incidents of ragging in educational institutions in the State of

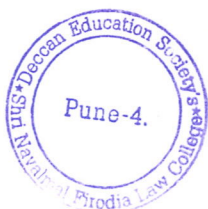


Maharashtra. Our College also follows a zero tolerance policy towards ragging. It also implements the mandates of the said Act to avoid incidents of ragging. For the purpose of information, some relevant part of the said Act is reproduced as under;

WHEREAS it is expedient to enact a special law to prohibit ragging in educational institutions in the State of Maharashtra; it is hereby enacted in the Fiftieth Year of the Republic of India as follows:

1. **“Ragging” (Sec.2(c)):** Means display of disorderly conduct, doing of any act which causes or is likely to cause physical psychological harm or raise apprehension of fear or shame or embarrassment to a student in any educational institution and includes;
 - i. Teasing, abusing, threatening or playing practical jokes on, or causing hurt to, such student: or
 - ii. Asking a student to do any act or perform something which such student will not, in the ordinary course, willingly do.
2. **Prohibition of ragging (Sec.3):** Ragging within or outside of any educational institution is prohibited.
3. **Penalty for ragging (Sec.4):** Whoever directly or indirectly commits, participates in, abets or propagates ragging within or outside any educational institution shall, on conviction, be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.
4. **Dismissal of student (Sec.5):** Any student convicted of an offence under the Act shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of five years from the date of order of such dismissal.
5. **Suspension of Student (Sec.6):**

1. Whenever any student or, as the case may be the parent or guardian, or a



teacher of an educational institution complains, in writing, of ragging to the head of the educational institution, the head of that educational institution shall, without prejudice to the foregoing provisions, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaint and if prima facie it is found true, suspend the student who is accused of the offence, and shall, immediately forward the complaint to the police station having jurisdiction over the area in which the educational institution is situated, for further action.

2. Where, on enquiry by the head of the educational institution, it is proved that there is no substance, prima facie, in the complaint received under sub-section (1), he shall intimate the fact, in writing, to the complainant.

3. The decision of the head of the educational institution that the student has indulged in ragging under sub-section (1) shall be final.

Note: There is an anti- Ragging committee constituted as per rules for dealing with complainants under this Act.

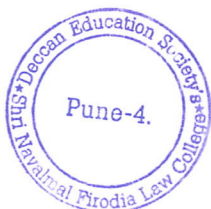
U.INTERNAL COMMITTEE (IC):

The College has constituted an Internal Committee (IC) as per the relevant provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 as well as University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015 vide Regulation 1 (4), for registering complaints by students and women employees.

V. SCHOLARSHIPS PROVIDED

1. Rajarshi Chatrapati Shahu Maharaj Shikshan Shulk Scholarship:

- Available to all the students of Undergraduate having annual income of their



family less than 8,00,000/-

- Students can apply through the official website www.mahadbtmahait.gov.in
- Necessary documents should also be uploaded along with the online application.
- The mobile number/ Aadhar Card no. must be linked with the bank account for the easy transfer of scholarship amount.

2. Dr. Panjabrao Deshmukh Vasatigruha Nirvaha Bhatta Yojana:

- For providing financial assistance to needy students availing hostel or private residential facility having annual income of their family less than 8,00,000/-
- Students can apply through the official website www.mahadbtmahait.gov.in
- For updated details, visit www.dhepune.gov.in

3. Government of India Post Matric Scholarship:

- Scheme of Post Matric Scholarships to the students belonging to SC, ST, OBC, VJNT, SBC for Studies in India.
- For providing financial assistance for education.
- The annual income of the family shall be less than or equal to Rs. 2,50,000 for SC and ST candidates.
- The annual income of the family shall be up to Rs. 1,00,000 for OBC, VJNT and SBC candidates.
- Student shall belong to resident of Maharashtra
- Student should be passed SSC/equivalent Matric.
- For updated details, visit www.mahadbtmahait.gov.in

4. Post Metric Tuition Fees and Examination Fees (Freeship):

- Applicant must be taking post matric education and residents of Maharashtra.
- Applicable to SC, ST, OBC, VJNT, SBC candidates.
- Annual income should be above 2,50,000/- for SC and ST candidates and less than or equal to 8,00,000/- for OBC, VJNT and SBC candidates.





DECCAN EDUCATION SOCIETY'S **Shri.Navalmal Firodia Law College, Pune**

(Affiliated to University of Pune, ID No. PU/PN/LAW/207/2004) Recognised by 2 (B) and 12 (f)
(Approved by Bar Council of India) NAAC Recognised

RULE BOOK

Whoever adopts teaching as a profession assumes the obligation to conduct him in accordance with the ideals of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should ensure that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals.¹ Keeping this aim in mind, these standard rules for teaching staff of DES SNFLC are suggested.

TEACHING STAFF:

Joining Procedure:

1. Teacher should join the college and submit PAN card and ADHAAR card as well as joining letter with prescribed documents for university verification.
2. Teacher should create BCUD login account with the help of office staff.
3. Teacher should submit required documents for I -card and create ERP account as well.
4. Must sign the attendance register daily and movement register as and when required.

REGULAR WORKING:

1. The teacher shall remain present on the first and the last day of each term unless otherwise permitted by the Vice-Chancellor/Principal/Head of the Recognized Institution.

¹ UNIVERSITY OF POONA STATUTES



2. Teacher must be present in staff room before 5 minutes of starting of 1st lecture i.e at 7.25 am and shall begin the lecture at 7.30am sharp. He or she must carry the attendance files of respective class with him/her.
3. Teacher must adhere to university rules for conducting lectures and finish the work load. Teacher in the University/College will have a work-load of not less than 40 clock hours in a week.
4. Teacher must engage himself/herself in one co-curricular or extra-curricular department in college. The departments in college are moot court, legal aid, placement, seminar and guest lecture, sports, cultural, NSS and various other clubs such as MUN club, Club Aesthetica, Paripoorti etc.
5. Every teacher must frame the departmental rules in consultation with senior teachers and colleagues.
6. For ease of work teacher should prepare an outline of academic programme at the beginning of a session.
7. Teacher should express free and frank opinion by participation at professional meetings, seminars, conference etc. towards the contribution of knowledge.
8. For regular and smooth working of academic session every department should conduct monthly meeting and give briefs about ongoing as well as proposed programs.
9. Weekly meetings are to be held in staff room for planning of academic activities and redressal of issues if any.
10. Teacher must maintain the teacher's diary up to date.
11. There are various activities held in the college for which external guests are invited. There is a prescribed procedure for calling of guests and a protocol to be followed for the same. Every teacher should adhere to such protocol.

General Conduct:

1. Teacher should speak respectfully of other teachers and render assistance for professional betterment.
2. Teacher should treat other members of the profession in the same manner as they themselves wish to be treated.



3. Should refrain from lodging unsubstantiated allegations against colleagues to higher authorities.
4. Should refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavor.
5. Student welfare should be utmost priority of any teacher and thus any teacher must not indulge in any activity that would be detrimental for the same.
6. There are various events and activities of each department, every teacher should work cohesively and according to the instructions of event coordinator for successful conduct of the event.

Professional Commitment:

1. Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession.
2. Refrain from undertaking any other employment and commitment including private tuitions and coaching classes and other colleges which are likely to interfere with their professional responsibilities. This does not restrict teachers to attend an event as guest speaker or judge or participant.
3. The teacher must show professional commitment towards teaching and shall pass the benefit of his/her knowledge to students at large.

CLASS TEACHER:

Class teacher is by default mentor of respective class. There are some additional responsibilities of class teacher which are as follows:

1. Coordination of visiting faculties and acquaint them about remuneration formalities as well as college policies.
2. Introduction of various activities and departments as well as policies to the students.
3. Introduce the attendance policy and implementation of the same.
4. Conducting internal exams and maintain the records of marks.
5. Encourage students to enroll in various activities of college.
6. Redress the student issues with utmost dignity and impartiality and encourage them to follow proper mechanism/channel.



7. Adjust the time table as and when such adjustment due to exams or events becomes necessary.

VISITING FACULTY:

1. Create BCUD login with the help of college staff.
2. 2 sets of PAN CARD and ADHAAR card are to be submitted.
3. MUST sign the attendance register daily.
4. Remuneration forms are at office which are to be filled on the last day of the month or before 5th of next month and submit the same with photocopy of lecture details. The details or queries can be solved by class teacher or office staff.
5. Submit the details of professional tax payment.
6. Utmost care is taken to adjust the professional commitments of visiting faculties, so visiting faculties should refrain from lecture adjustments and extra leaves except for unforeseen circumstances.
7. Should maintain daily attendance record and calculate the attendance of each student at the month end. THERE IS NO EXCUSE TO THIS.
8. Each visiting faculty must maintain one set of internal marks of respective subject and fill this record on university portal through BCUD login. THIS IS MANDATORY, class teachers can help in this, but delegation of the same by visiting faculties is to be avoided.

HANDING OVER:

1. Whenever a teacher is on long leave, he/she must handover the allotted work with details to colleagues. This has to be done in consultation with principal and management.
2. If resigning, prior notice (1 month) is necessary along with handing over of documents and duties.

